

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, October 19, 2015, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees, Ronny Hardaway, Gerry Monaghan and Patricia O'Rourke; Planning Board member John Gillott.

Mayor Hartill called the Board of Trustees meeting to order at 7:35pm and opened the public comment period. Suzanne Aigen of 49 Janivar Drive has requested that we waive the late fees on her water bill since she did not receive the bill last quarter. Dake stated that they have never been late with a payment and believes that the bill must have gotten lost in the mail.

Resolution#6205-To Waive the Late Fee for Water/Sewer Account N5338 in the Amount of \$14.62

Trustee Hardaway made a motion to waive the late fee. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee Ronny Hardaway- Aye

Trustee Gerry Monaghan-Aye
Trustee Patricia O'Rourke-Aye

Gillott stated that in the past the Mayor had talked about lowering the minimum fee for water and he wondered if that had ever been done. Hartill stated that there has been no movement on this. Hartill has spent a fair amount of time trying to convince the SCLIWC Board to change this. It has been tabled yet again by SCLIWC. There were no further comments.

Motion - To Close the Public Comment Period

Trustee Monaghan made a motion to close the public comment period. Trustee Hardaway seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee Ronny Hardaway- Aye

Trustee Gerry Monaghan-Aye
Trustee Patricia O'Rourke-Aye

BJ's Gas Sign Recommendation & Approval of Revised Planned Sign Area

The Planning Board has made a recommendation, to the Trustees, that the Planned Sign Area(PSA) for the Shops at Ithaca Mall be amended to allow for a new pylon sign (11'9''x5'4'') located on tax parcel # 47.1-1-17.15(which is located next to the old Chinese Buffet). The pylon would consist of a sign for BJ's Whole sale club (48''x49'') and a digital gas price sign (24''x48''). This occurred at the October 12th meeting. The Trustees were provided the documentation associated with this requested change.

If all are in agreement of allowing the amendment, the current consideration of amending the Ithaca Mall PSA would first need to be classified as a minor or major change to the

existing PSA. If it is determined that the amendment is a major change a public hearing will be needed. If it is determined that this would be a minor change, action could be taken this evening without a public hearing.

Hardaway stated that he attended the Planning Board when they initially discussed this and the Planning Board had no reservation. It fits within the limits of the PSA. The Board feels it is a minor amendment.

Resolution #6206- To Considers the Amendment to the Ithaca Mall Planned Sign Area a Minor Change.

Trustee Monaghan made a motion to adopt this resolution. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee Ronny Hardaway- Aye	Trustee Patricia O'Rourke-Aye

Resolution #6207- To Adopt the Recommended Change to the Shops at Ithaca Mall Planned Sign Area to Allow for a New Pylon Sign (11'9''x5'4'') Located On Tax Parcel # 47.1-1-17.15 That Consist of a Sign for BJ's Wholesale Club (48''x49'') and a Digital Gas Price Sign (24''x48'').

Trustee Hardaway made a motion to adopt this resolution. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee Ronny Hardaway- Aye	Trustee Patricia O'Rourke-Aye

Sewer Law

With the increase in the water rate, the dollar amount charged for sewer would increase if we continue with a 25% surcharge for sewer. Currently, we charge \$1.09 per 1,000 gallons. With the increase it would increase to \$1.11 per 1,000 gallons. A proposed Local Law to update this was presented to the Trustees.

Dubow explained that this has to do with a change relating to the water rate change. This is standard procedure for every time we change water rates. We have to do it every year if water rate changes.

Motion - To Set a Public Hearing for Proposed Local Law 4 (2015) for Monday November 2, 2015 at 7:40pm

Trustee Hardaway made a motion to schedule the public hearing. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee Ronny Hardaway- Aye

Trustee Gerry Monaghan-Aye
Trustee Patricia O'Rourke-Aye

Catherwood Road Update

Dubow explained to the Board that New York State has informed us that they will not accept the resolution we previously sent to them to take over Catherwood Road. We are making an effort to attain Catherwood Road which is owned by the State. Today, Dubow called the legal department representative that is dealing with this issue to figure out exactly what they want. Dubow could only leave a message for someone to return his call on this issue. Dubow doesn't know why it took this long to raise an issue. This is the 1st time we've heard there is any issue. Dubow will continue to keep the Board informed on this issue. Additional explanation is part of Moseley's report below.

Monaghan asked if they know we have been maintaining their road for 40 years. Dubow stated that "Made an Offer" is the wording that is of concern to NYS. Hardaway asked if this is the same process that we are going through with Northwood. It is similar.

The next item on the agenda was to approve the September 17th and 21st minutes. All Trustees were present for both meetings so only one motion is needed.

Motion-To Approve the Minutes from September 17th and 21st

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

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

Hardaway stated that Sheraton Drive looks a lot better. Mayor Hartill stated that he spoke with Courtney and Hatfield today and we will have to let that road settle until next year before paving. All the agreements are still not in line for the Lansing Trails roadway so we will not be able to do the 2nd coat on that road either. The road will make it through the winter. The traffic light paving is done and we are awaiting the pole and light which should be here by the end of October. The Cayuga Heights Road bridge area is cleaned up and the traffic lights are gone. Hartill feels the finished product is attractive. The Town of Lansing did our brush pick up today. Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6208- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the General Fund, in the amount of \$186,081.42, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Sewer Fund, in the amount of \$147,674.59, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Water Fund, in the amount of \$248,781.98, is hereby approved for payment.

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

Mayor Donald Hartill-Aye Trustee Gerry Monaghan-Aye
Trustee Ronny Hardaway-Aye Trustee Patricia O'Rourke-Aye

The next item on the agenda was to promote Chris Zavaski now that he has attained his Class B License.

Resolution#6209-To Promote Chris Zavaski From Laborer to MEO as Specified in Resolution #6173 Which States That He Will Be Promoted and Receive A Pay Increase Once He Received His Class B Commercial Driver's License Which Was Received on 9/22/15 and Was Submitted to the Village of Lansing on 10/12/15. The Board Hereby Increases Chris Zavaski's Salary from \$18/hr. to \$19.50/hr. Starting With Pay Period Beginning October 5, 2015.

Trustee Monaghan moved to approve the promotion. Trustee Hardaway seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye Trustee Ronny Hardaway-Aye
Trustee Gerry Monaghan-Aye Trustee Patricia O'Rourke-Aye

Dake will send the MSD 428A down to Tompkins County Personnel.

Since there was no staff meeting on Thursday the following reports were submitted to the Trustees by each department:

Marty Mosley, Code & Zoning Office

Planning Board Business:

September 29th:

- Granted Verizon Wireless alterations to cell tower antenna array, located behind the Cayuga Mall
- Granted Small employee covered entrance/vestibule on the rear of 20 Thornwood Drive
- Classified a minor subdivision to tax parcel # 46.1-1-6.24, located on the corner of Graham Road and Dart Drive. The applicant will be back to officially subdivide the parcel into two parcels at a public hearing on October 27th

October 12th:

- Consideration of alterations to existing plantings at 2359 North Triphammer Road. Applicant has requested to alter plantings on Graham Rd. side of property due to existing plantings creating a dangerous situation between vehicles and

pedestrians. Applicant proposed to plant new plantings that will be maintained. The applicant will be returning on October 27th to finalize the planting plan due to lack of information.

- Approval of the C.U. Suites senior housing and mixed use project planting plan.
- The Planning Board has made a recommendation, to the Trustees, that the Planned Sign Area(PSA) for the Shops at Ithaca Mall be amended to allow for a new pylon sign (11'9" x 5'4") located on tax parcel # 47.1-1-17.15(which I located next to the old Chinese Buffet). The pylon would consist of a sign for BJ's Whole sale club (48" x 49") and a digital gas price sign (24" x 48").

October 27th:

- Consideration of Subdivision (public hearing) tax parcel # 46.1-1-6.24, located on the corner of Graham Road and Dart Drive.
- Informational session on digital signage from Saxon Signage.
- Informational session on affordable housing and tools that could be utilized to encourage development of affordable housing in the Village from Tompkins County Planning Department.

Building Permits:

Currently we are approximately 20 building permits behind last year at this time.

Newly issued building permits are:

- 95 Brown Road roof replacement
- 33 Thornwood Dr. interior alterations
- 15 Catherwood Rd. Journey Fitness interior alteration
- Triphammer Mall-Ithaca Coffee interior alteration
- 1 Beckett Way- New basement window
- 2309 N. Triphammer Rd. –Verizon Cell tower modifications
- 1457 East Shore Dr. master bathroom alterations
- 37 Uptown building 20-22 roof replacement
- Triphammer Mall-pedestrian canopy roof replacement

Catherwood Road Update:

Currently the State has emailed me and indicated that their attorneys have rejected the official order because the Village resolution specifically the "imposition of various conditions on acceptance of the executed order" and mention of the State's "offer of dedication dated...". Since the Village has requested this road be provided to the Village the State does not officially offer dedication. This is somewhat frustrating because we have had communication with the State on this very topic, previously, and now it has been explained to us that our original resolution is not acceptable. So David will take the lead on providing an amended resolution for acceptance of Catherwood Road and possibly contact the attorney, at this department, for the state to discuss options. When we provide the new resolution, the State will review the official order and decide if we can take ownership of Catherwood Rd.

Graham Road West:

We received an updated plan, from T.G. Miller, to reduce the amount of property that the Village is looking to acquire from 10 and 2 Graham Road West, which will hopefully help us in the negotiations. David is also looking into the

easements and the transferability of those associated with Graham Road West. If it appears that we can take ownership of Graham Road West, from the Shops at Ithaca Mall, quicker than would occur with negotiations between all separate land owners it may benefit the Village. I believe that we would still continue to work with the land owners in question and incorporate their comments and concerns as we have done so far.

Nor Way (South):

We are still continuing to discuss the options of dedication for Nor Way South. Currently Larry Fabbioni, Engineer of record for the development, has provided some needed documentation that will be reviewed in the coming days/weeks by David Dubow. John Courtney has been working with various contractors for approved sign locations and other items. Hopefully, we can take ownership of this road sooner rather than later because John Courtney would like to pave it this year, as he is concerned about just the binder coat being exposed to the elements for this coming winter maintenance season.

Code Program:

Currently we have budgeted for a future code program (tracking of permits). At this point in time I have expressed an interest to Tompkins County to have some intermunicipal cooperation, as they have bought a program for the County Health Department which could also include a code program typical to what we are looking for. The Village of Cayuga Heights has also expressed an interest in this program as well. If we can utilize the program that the County already owns it may save the Village money over the long term. Currently, I am working with Tompkins County GIS to explore the idea of utilizing this program by the local municipalities as well. Brent Cross has been heading up these efforts with the County mainly. Currently this is an information item, but I am hopeful that this will come to fruition. Two additional benefits:

- Increased communication to County Emergency Response about new buildings or alterations to a building or property. This would benefit the emergency responders mainly.
- Increased communication to the County Assessment Department, which already occurs but they could benefit from the additional information on the properties in the Village.

Old items:

Last meeting Gerry asked for the Shops at Ithaca Mall to observe the pathway leading to Shannon Park for safety reasons. I have emailed them and they indicated that they would look over that area when security was out on patrol.

John Courtney, Department of Public Works

To: Village Trustees

From: John Courtney

Re: Work Update for September/October

Here is the update for the month.

We have been extremely busy with the water project on Sheraton Drive. Due to the high frequency of breaks during the stone lining of the ditch, the Mayor and I decided to proceed with a new line installation. The benefits now eliminate the difficulty of repairing the old main that is located within a few feet of a Verizon Duct Bank and under the new rock ditch lining. Some obstacles during the project were trying to thread the new line in and out of all the existing utilities. The old line was in terrible condition and one would need a tetanus booster to be near it. Attached are some pictures to show the various stages of progress and one shows the two breaks that happened the same day.

We also cleaned the retention pond behind houses in the Lansing trails I Subdivision. This pond has silted in over the years, so cleaning it out to function properly was overdue. The Residents, with the exception of one, are satisfied and had many of compliments. We hauled approximately 75 loads up to LTII. They will use this next year for top dressing the retention pond by the park at 2 Leifs way. It saves the Village significant expenses to have a close dump site by keeping the equipment at the job constantly moving and driving long distances.

During the big projects we were still able to do miscellaneous jobs like trash removal and mowing of the parks, weed removal to help Lynn and Lisa as they have weeded the village office and triphammer plantings, water valve malfunction at Autumn Ridge, cleaning shop, hauling spoils to fill site from Warren Rd, blacktopping right turn pocket at Craft, milling of signal project, and some other small projects. Lisa and Lynn should get a pat on the back for the good volunteer work they do to make the Village a nice place to visit.

The signal project had a little bump in the road with hitting hard rock at 10' when 12' was the goal. Fisher had to re-design the pole bases from 42" od to 6' 6" od making for an anticipated large change order. Basically time and material as the R-bar cage size had to increase in size to function correctly.

Oh by the way.....the Village purchased pizza and doughnuts that you will see the receipts for. Jodi thought I should bring this up. We don't do it much, but considering the two dates I did this it was raining, super cold and I wanted to continue working and when we had the two water breaks everyone was soaking wet and muddy so not much feeling like hopping in equipment to quickly grab something was out of the question with the roadway blocked and waterline exposed. If there should be a problem I will pick the tab up.

This week we will be filling the trench with temporary blacktop and redoing the driveway entrance with new sidewalks and curbing for safer pedestrian movement and installing sidewalk at Pyramid Dr and removing the old walk by the Ramada. This will help the pedestrians navigate to the mall.

We'll have 30 ton of blacktop to place by hand so I'll run along to help the guys. Just like to add that Nolan and Chris are really doing well. They are hard workers and have great attitudes that make working with them a pleasure. Well I could ramble on about the month, but I'll keep it short. LOL

Take care and have a great week. John

(Report unedited)

Jodi Clerk/Treasurer's Office

- 31 Tax reminders have been sent out totaling \$56,172.16 in unpaid taxes for 2015-16.
- The Village Newsletter is available on the web page. Hard copies have been mailed to new residents along with a welcome letter and “What Every Resident Should Know”. 55 residents receive the newsletter by mail, 22 copies have been picked up in the foyer by people dropping off their water payments and approximately 250 receive a yahoo notice that it is available on the web page.
- Jon Reis has our flyover picture to deliver and in the vouchers you will also see a charge for a digital copy which we will use on our Comprehensive Plan Cover. Thank you to Lisa Schleelein for weeding our gardens so that the picture of our Village office will be beautiful.
- The Draft 2015 Comprehensive Plan has gone to Tompkins County Planning for review. It is also on the web page for residents to review. People are being asked to submit their comments to the Clerk/Treasurer. It will also go to neighboring municipalities once we set a public hearing.
- NYCOM Conference was September 28-October 1st. Two Trustees and a Planning Board attended the conference with me. This is the first time in 16 years that I've had others attend from the Village and it was very beneficial.
- October Water/Sewer Billing has been sent and payment is due by October 20th.
- 5 Deer Feeders have been ordered from Home Depot and there is an invoice in the vouchers for corn. The Board will need to do a Budget Adjustment for the deer expenditures as authorized with Resolution #6198. The question is whether the Board wants to do the whole \$6,000 or just what has been expended so far.
Debit- Contingency, A1990.4
Credit-Animal Control, A3520.4
- Our audit by our accounting firm will be done the week of October 19th.

Mayor Hartill stated that the sidewalk around Uptown Road is going through the easement process. Northwood is presently in the hands of the Lawyers. Hartill stated that the weather is likely to be milder this year which would mean we may be able to use only 900 instead of 1200 tons of salt. All of our equipment is in good shape.

Motion-To Adjourn

Trustee Monaghan moved to adjourn. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

The meeting adjourned at 8:08pm.

Jodi Dake
Clerk/Treasurer