

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, October 11, 2018, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees Ronny Hardaway, Gerry Monaghan, and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer Michael Scott; Working Supervisor, John Courtney; MEO Nolan Hatfield and Chris Zavaski.

Mayor Hartill called the Board of Trustees meeting to order at 12:22pm.

Courtney stated that they buried the lawn mower at the park. It is wet and soil is really soft. Today the guys were doing repairs to the loader. It was reported that the signal at Route 13 and Triphammer was blinking red. Courtney temporarily left the meeting to go call it in.

Zavaski reported that he has done some roadside mowing but it is wet. They changed the bristles on the bobcat. The seeding at the new park had to be done by hand because it was so wet.

Courtney stated that they have received the \$1,000 panel to fix the message board. It was only used a couple of times before one of the 24 panels in the sign stopped working. The panels can be rebuilt for \$200 so he will send the old one back to be rebuilt so we have a backup.

Courtney stated that a few months ago the Board approved a shed for the food scrape drop off. Courtney met with Tompkins County Recycling to try to find a spot for a shed. Courtney sees many problems with the shed. The totes would stay inside the shed and makes it smell. With the totes not sitting outside, people don't have the opportunity to drop off their scraps during the week. He thinks that people will leave their compost bags lying outside of the shed if they can't get to the totes. If they do that then we would have a problem with animals getting into these bags of food scraps. Most people are responsible. They come and use the compost containers during the week.

Dake stated that the reason Tompkins County wanted the shed was to keep their workers out of the weather, have a place to store their materials and to keep people from dumping during the week. They had previously asked us to let people know that they weren't supposed to drop scraps off unless it was during collection times on Saturdays.

Courtney stated that he met with the representatives from Tompkins County Recycling and the best location for a shed is between the old building and the back parking lot where there is currently a flower bed that is not maintained.

Hardaway wondered if we could have a spot for one open tote. Another suggestion was to have drop off two times a week. Hardaway asked if we have contact information on other

municipalities that have these sheds. It was suggested that we have Tompkins County Recycling come talk to the next Board meeting so they could get more information.

Courtney stated that they are busy but have taken lots of time off. In the new park they have backed up the trails on the inside loop to reduce the hazards. They used item 4 along the edge of the blacktop so it will grow grass. The next big things they will work on is trees on the boulevard going into the Shannon Park Development and do blacktop repair on Dart Drive at the sight of previous water breaks. The plan is to plant the trees on the boulevard in 48" holes and then do concrete. Mulch will also be placed around the trees. Courtney stated that road striping is now done. There were some issues with the wiring he did near 147 Burleigh Drive. Courtney claimed he couldn't find an electrician to do it so he did it himself. Floyd Ferris inspected it and told him what needed to be done before it would pass inspection.

Courtney stated that he read the minutes from the last meeting and saw that the Board wants to have all the vehicles marked. He doesn't want the vehicles marked on the doors. He claims it leaves marks on the vehicles and hurts the resale value. Courtney stated that he took pictures of some vehicles from other municipalities that don't have identification on their doors. Hardaway stated that we do not want stickers identifying our vehicles in the windows. Hardaway stated that we just came from training at NYCOM and we need to easily identify our trucks for lots of purposes. Having our Village name on the side of our vehicles lets residents know it is a Village truck and also for audit purposes that we are accounting for all of our properties. We spoke to a gentleman at the conference that does online auctions. We specifically asked if having the name on the door of a vehicle hurts the resale value. If it was painted on it would be an issue but with today's vinyl decals they don't hurt the resale value. They come off with a heat gun and after a little buffing you can't tell there was even a decal on the vehicle. Courtney feels they are completely wrong. Courtney feels that if you put the decal on the side it preserves that spot and it shows the original color in that area when you take it off. Courtney would rather have the decal on the window. Hardaway does not want the decal on the window because you cannot see them from a distance and people are accustomed to looking on the door of a vehicle to find out who the vehicle belongs to. His point is he feels that when people look at a municipal truck almost everyone has their municipality name on the door. Hardaway feels we need to clearly identify our vehicles. Courtney would prefer to install back racks on the vehicles and have identification plates mounted to the sides of the rack. The cost of the racks would be \$400-500 each. Dake questioned whether we wanted to spend that much money on racks for the trucks just to put our village name on them. Courtney stated that the racks could be moved from vehicle to vehicle, were screwed on with two bolts and would also be used for additional lighting. Courtney will make sure that all vehicles will be labeled with our name. Hardaway would like to have a price comparison of having a rack compared to decals on the doors. This would include impact to the potential resale value of a vehicle. Hardaway is willing to talk about mounting decals on the racks. Courtney will send Hardaway information about the racks and he will look into it.

Hardaway stated that we will be doing an inventory. Currently, an inventory of

equipment over \$2,000 is done each year by Dake as part of the yearly audit. However this inventory will be of smaller items. Hardaway used an example from the conference regarding having an item that is \$50 but we have 100 of them which than is considered a capital asset. Courtney stated that he has no issue with having an inventory as long as it isn't down to every wrench. Hardaway stated that it is important to have an inventory process. At least we have a process. If we don't have a process then the auditors could decide that this requires an in-depth audit. If we had an audit then the DPW staff will have to be on call. Hardaway wants to protect the Village and if it takes a little bit of proactive work then so be it. Hardaway reminded the staff that just because we aren't audited in person doesn't mean they aren't watching us. If there is a trend of laxity on the Board, it could trigger an audit. He feels it is little work to be proactive.

Monaghan asked when the lights on the trail will be straightened out. There are a lot of beer bottles on the Highgate trail. Courtney will get the area cleaned up and get lights.

Mike Scott reported that he walked the park and the highway department did an excellent job. Storm issues have come up that he needs to go over with Courtney.

The NYSDOT garage is going to be located up by the airport in the Town of Lansing. It was questioned what those trucks would do to our roads. Hartill stated that the TCAT busses are much worse on the roads than those trucks will be.

Courtney stated that there is a problem with the TCAT bus pulling off the road on Uptown Road. Courtney will have delineators installed to keep them off the grass. O'Rourke asked if Courtney had tried to contact TCAT to see if they could relocate that stop. The Village of Cayuga Heights got TCAT to change a stop for them.

Scott stated that we have had a healthy flow of permits coming in. Most are renovations and add ons. The two largest projects going on in the Village now are on Bomax Drive and Norway. The biggest complaint in that area is the debris on the roads. Scott thinks they are doing a pretty good job of keeping all the mud off the roads. They are also very responsive. At the Bomax project they are working on the storm sewer now so they can get the road in. They have been the most accommodating contractor he has worked with. There is a tremendous amount of traffic in and out of that job. There are currently four concrete crews working up there. Scott just went through plans for their community center.

Today Scott will be meeting with Jim Drew from BOCES who is part of a group called "Running to Places Theater". Scott feels it will be a great use of current dead space at the Shops at Ithaca Mall. This nonprofit theater group signed a 10 year lease for the space that Regal Theaters used to be in. Scott will be putting information together for the joint meeting on October 23rd. Mr. Beer is sending out a few more items to include in the packet.

Scott stated that at the last Planning Board meeting they discussed various issue as possible add ons to the Codification. Some of the issues the Planning Board would like to

deal with have to do with propane tanks, buffering and lot clearing. Scott will be reaching out to other code officers to see how they deal with these situations. Scott would like to find out what is going on with the Goetzmann property across the street.

Angel from the Stormwater Coalition is working on setting up November 1st stormwater training. Scott asked Courtney when they could get out and look at the stormwater situation in the Village. Scott has questions on the stormwater which he hopes Courtney can answer.

Scott stated that he spoke with Jodi earlier today about joining Southern Tier Building Officials Association (STBOA). He was going to wait until 2019 to join but there are some good classes coming up in November and December that he would like to attend. Hardaway stated that Marty Moseley is the current STBOA President and he feels this is a good organization.

Monaghan had nothing to report.

The Village continues to have an issue with people speeding on Cayuga Heights Road. Hartill stated that we should contact the Sheriff to have them patrol Cayuga Heights Road. O'Rourke stated that it is bad pulling out of Twin Glens Road even with the mirror because people are traveling so fast.

Hartill stated that we continue to work on the sewer expansion business. On October 23rd there is a meeting/seminar on pump stations. We currently don't have a solution for a pump stations at Oakcrest Road. The solution may be similar to the one used on lake front properties. Hartill stated that he will be away next week.

Dake reported that the October water payments have gone out and are due by October 20th. She will be out of the office October 18-30. Milliman will be covering the office. The October 26th payroll will be done before she leaves. If there needs to be any adjustments she can do them when she returns. Dake asked that Hardaway post the agenda for the October 23rd meeting on the website. Scott will send him the agenda and related materials. The yearly audit will be done in November. The Board was given a letter from the auditor and the Mayor signed the engagement letter.

NYCOM was once again very informative. At the last meeting Hardaway and O'Rourke gave some recommendations that we need to start working on. The Board needs to make a plan of action. This can be started at the November 5th Board of Trustees meeting.

Dake continues to collect information in connection with joining the Greater Tompkins County Municipal Health Insurance Consortium. The Municipal Determination of Subscriber Online Enrollment Commitment needs to be signed by the Mayor. This is to allow the Consortium to make all enrollment changes, additions and deletions online at Excellus Web portal. Dake will still be responsible for collecting all the information that they need. Courtney and Hatfield were given the verification forms to complete. This request is to make sure the spouse and dependent eligibility is met. The packet lists the

required documentation that is required.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6522- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the General Fund, in the amount of \$71,911.72, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Sewer Fund, in the amount of \$165,140.83 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Trust & Agency Fund, in the amount of \$7,220.03 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Water Fund, in the amount of \$207,553.56 is hereby approved for payment.

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

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

Trustee Ronny Hardaway-Aye
Trustee Gerry Monaghan-Aye

O'Rourke had nothing to report.

Hardaway had nothing additional to report.

The Board was reminded that the October 15th meeting was canceled and a joint meeting with the Planning Board will be held on Tuesday October 23rd at 7pm.

Motion- To Adjourn

Trustee Monaghan moved for adjournment. Trustee Hardaway seconded the motion. A vote was taken:

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

Trustee Ronny Hardaway-Aye
Trustee Gerry Monaghan-Aye

The meeting adjourned at 1:40pm.

Jodi Dake, Clerk/Treasurer