

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, October 15, 2020, via Zoom Videoconferencing/Teleconferencing.

PRESENT: Mayor Donald Hartill, Trustees Ronny Hardaway, Simon Moll, Patricia O'Rourke and Randy Smith; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer, Michael Scott; Working Supervisor, John Courtney; Attorney Bill Troy and Peter Grossman; TG Miller Engineer, Dave Herrick.

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

Courtney asked if anyone had anything that needed buttoned up. Randy thanked them for finishing Shannon Park.

Ronny stated that the airport fuel farm is opening in a month and Mike Hall told him that any county or municipality with a WEX card could use it. The Village does not have a WEX card and Courtney had never heard of it. Hardaway stated that Josh Nally will get us the information. Refuel at airport fuel farm is supposed to be cheaper. Hardaway will let everyone know when he gets the information.

Simon asked what was going on with Squeaky Clean. Courtney stated that the saddle had rusted off and we were losing as much water as we were putting into the building. We videoed the line and fixed it. Smith asked whose water bill that ends up on. Courtney stated that it is not on anyone's bill. That is why it is good to take care of water issues that no one is being billed for. Basically, Bolton Point is making water that is not being billed. Courtney added that the waterline down Catherwood was in really bad shape. Hartill stated that that was one of the original lines and it was not installed correctly.

Simon asked about the subdivision at the mall. Courtney trying to iron our what is going to be done with the sewer and water. We listened to what the mall had to say today.

Mayor Hartill asked what was being done on the north off ramp. Courtney stated that when the State put in the bridge, they ramped up each side and there was a catch basin there. So they cut the blacktop out and dug the catch basin out. We have been taking care of loose ends.

Hartill how much salt contract for? Courtney thinks it is about 1300 and we have 400-450 in the salt shed right now.

Hardaway asked Courtney if they did work on Dart Drive this week because their water pressure dropped. They did not do anything with the water line. 20 Dart Drive couldn't get his curb stop shut off which could of caused that.

Dake stated that there are four mandatory trainings that everyone must have annually. She

has emailed everyone the training information and forms that need to be returned after the training is completed online.

We need to replace John O'Neill on the Ithaca Youth Board, Lansing Fire Department and Town of Lansing Board representative. Moll agreed to take them all over since he was replacing O'Neill on the Board of Trustees. Hartill asked O'Rourke if she wanted to do the Fire Department. O'Rourke will attend the Fire Department meetings.

Dake stated that she attended the Virtual NYCOM Conference at the end of September. All classes are available online for 6 months. In the Ethics Class she learned that we need to have a Breach Notification Policy. There are 6 mandatory policies that the Village must have, and the Breach Notification Policy is the only one that the Village is missing.

The Retirement System is moving from Legacy to Enhanced Reporting online. Dake stated that she attended a class on the new LG-1 Retention Schedule, which the Village adopted in August. The class gave an overview of how it works.

It was recommended that the Village create a Phones & Computer Policy, minimum use is acceptable, and a vehicle policy which includes incidental stops along the way to or from work.

They talked about many ways to deal with the public during the pandemic and Dake was happy to say we do most of them already and have done a great job of putting things in place for making sure we can help our Village people. It is mandatory that we have a Pandemic Operation Plan by April 2021.

Pandemic Operations Plan Checklist

- Designation of who is "essential" and why
- remote work plan for "non-essential" workers
- policy of staggered work shifts
- document hours and work locations for essentials
- protocols on emergency housing for essentials
- policy on procurement of PPE
- leave policy for workers who have been exposed
- leave policy on health testing, quarantine, etc.

Hardaway stated that the Pandemic Plan may be part of the County's Hazard Mitigation Plan that is already in the works. Hardaway has a meeting next week so he will ask about that.

All Trustees have received copies of all the vouchers and Abstracts that need to be approved today. Dake explained to Moll what Temi was an online service that transcribes Zoom meetings verbatim. Dake still has to go in and name speakers and do corrections but it really speeds up the translation process.

Resolution #6684- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the General Fund, in the amount of \$32,339.65 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Sewer Fund, in the amount of \$5,347.19 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Water Fund, in the amount of \$231,748.50 is hereby approved for payment.

Trustee Moll 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 Randy Smith-Aye
Trustee Simon Moll-Aye

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

Courtney stated that we had vandalism in the Village. Our roller was over on Catherwood Road and someone stole the battery out of it and cut all the battery cables. The next thing was the big lite sign we have at Dankert Park got broken into and they put a bunch of graffiti on the sign about the police. Hartill stated that this is an increasing problem. Police reports have been done. Courtney will put a locking system on it.

Hardaway reported that the CSC Task Force is still working on pledge items 3 & 4. Pledge item #2, greenhouse gas inventory document, will be reviewed at the next meeting. Then it will come to the Trustees to review. Individuals are working on individual action items. As they are going through the action items, they are finding that many are not appropriate to the Village.

Hardaway also reported that the Greenway Committee is halfway thru reviewing the current plan. They are also trying to identify ways to notify residents and how they can volunteer to keep our parks clean.

Hardaway stated that we experienced malware attacks last week. On October 6th our passwords were attacked. We have not noticed any problems in the last few days. Word fence was also installed to let us know if there are any issues. The cost is \$90/annually. There is an increase in malware attacks in the US. He suggested that everyone run a full scan on their computer at least once a month.

Scott stated that the last quarters have been busy. He expects it to slow down mid fall. Nissan has opened. Brown Road has three Covid-19 testing kit areas. There are four sites set ups to manufacture testing. The Council is coming to the next Planning Board meeting on October 27th.

Scott has issued a Notice of Remedy to Mall for sewer lines that run under the Mall. They will scope out the main that goes under the building to see what the condition is of the infrastructure. At Sicilian Delight there was a break in the lateral and from the pictures that Scott saw, a lot of the piping was really deteriorated which lead him to find out what is going on underneath that building.

The Islamic Center is coming back. They now have the funds to build their center on Graham Road.

The State now is changing Title 19. Mike is reviewing that and he is giving feedback. If that changes then some of our codes will also need to change. Scott reported on the Code Classes he attended last month.

There is a CSC meeting tonight. It was decided that Moll and Hardaway would attend. Three Trustees could not be present at that meeting so Smith will not attend.

Hartill asked Bill if a simple resolution has been done. Troy stated that it is not complete. He wanted to talk to the Board to see if they wanted to move forward.

Hartill stated that he got ahold of Eric and suggested that he come clean about the whole project and he is prepared to do that. He should be presenting the Board with his plan. There has been a back and forth between their engineer and John and our engineers about the waterline, so he thinks there is progress.

Attorney conference took place which gives legal advice to their clients.

Herrick stated that at the Village's request they have spoken with Goetzmann's engineers relative to the water main being built as Village infrastructure and they have responded with a new plan. Herrick wondered if his final set of comments on the new plan should be released to Goetzmann. Hartill suggested that we wait until after Monday nights meeting. Hartill does not see a convergent path at this moment. The design would be much different if it is private verses public.

Hartill left the meeting at 1:30

Herrick showed a map of a new design he received last Friday in response to their initial comments about how this should be redesigned for possible Village consideration. Herrick thinks that the portion of the main that goes from near Oakcrest all the way over to just short of Hickory Hollow could be built whether it be private or public. The connection at Oakcrest and the final connection at Hickory Hollow could not be put in until the Board has a final decision. If they have to back into their own master meter and backlog prevention, which would happen up at Hickory Hollow, they would have to go back to their original design at that location. Herrick thinks that everything within the development itself could be put in and it could be put in as though it was going to be Village infrastructure. It is just that the connections on the two ends would not be made until you have final resolution on whether it is going to be private or public. Courtney stated that he

did not have a problem with inspecting that. The problem is with all the piles of dirt up there it will be hard to verify depths.

Motion- To Adjourn

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

Trustee Patricia O'Rourke-Aye
Trustee Randy Smith-Aye

Trustee Ronny Hardaway-Aye
Trustee Simon Moll-Aye

The meeting adjourned at 1:39pm.

Jodi Dake, Clerk/Treasurer