

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, September 16, 2021, via Zoom.

PRESENT: Mayor Ronny Hardaway; Trustees Simon Moll, Patricia O'Rourke, and Randy Smith; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer, Michael Scott; Working Supervisor, John Courtney.

Mayor Hardaway called the Board of Trustees meeting to order at 12:03pm. Hardaway entertained a motion to pay the bills.

Resolution #6775- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 4 for the General Fund, in the amount of \$79,450.16 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 4 for the Sewer Fund, in the amount of \$50,045.31 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 4 for the Water Fund, in the amount of \$44,248.54 is hereby approved for payment.

Trustee Moll moved that the foregoing Abstract of Audited Vouchers resolutions be adopted, and Trustee Smith seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Randy Smith-Aye

Trust Patricia O'Rourke-Abstain  
Trustee Simon Moll-Aye

Since Pat had not had a chance to review the vouchers since she is traveling, she abstained. O'Rourke warned that she may have shotty service and lose connection anytime during the meeting.

Scott gave an update on Lansing Meadows. At the July 27th Planning Board Meeting their special permit was looked at because there was a deadline that some of the buildings were to be completed by the end of the month. The Planning Board extended the special permit in increments, from meeting to meeting. The Planning Board laid our conditions to be made by August 9<sup>th</sup>, but that meeting was postponed until August 31<sup>st</sup>. At that meeting no one on the Planning Board wanted to extend the special permit because a couple of the conditions were not met. One of those major conditions not met was funding the sidewalk escrow. Scott's interpretation of the Code is that if a special permit condition is not met than the code officer shall withhold any building or similar permit that would otherwise be issued in connection with a result of the granting of the special permit. Scott put a stop work order on the Lansing Meadows project. Goetzmann then came in and filed an appeal to his decision. What this does is allow them to keep working until the BZA has a chance to

review the appeal. The BZA cannot overrule a Trustee or Planning Board decision, they can only overrule the Code Officers decision to put a stop work order on the project. The BZA meeting is September 21<sup>st</sup>. The Planning Board has had the first meeting regarding a new special permit for Lansing Meadows. Courtney and the Village engineers will meet with their engineers to go over the infrastructure, sidewalk plans, and stormwater plans to make sure we get all of this correct before issuing a new special permit.

The Shops at Ithaca Mall subdivision is basically finalized. We just need a few items including the final plat with the new easements. They also need to get the Village a check for legal and engineering expenses that were incurred through the whole subdivision process. This should be finalized by weeks end.

Not much has been done with the Beer's cluster Subdivision. Steven Beer sent a letter about changes that the Planning Board requested between the preliminary plan and the final plat. Scott has responded to them, and the Beers will be at the next Planning Board meeting. The main concern is over the placement of the roads.

Scott stated that the Planning Board looked over the proposed lighting law which he then sent to the Lighting Commission to look at. This should then be coming to the Trustees in the next month to look at. Carolyn Greenwald has been working on a solar array proposal. Some of the Planning Board will be looking at it. Scotts first reaction is the length of it. It's on the right track, just needs to be condensed.

TCAT has approached the Village about moving a bus shelter on Uptown Road. Currently there is a bus shelter on the south side of Uptown Road about halfway up between the sharp curve and Maguire. TCAT is proposing to put it on the other side of the road in the Village right of way (ROW). Scott stated that there is also a big swale and ditch over there also. If the Village does not want the bus shelter on that side of the road, we do not have to grant them permission to build in our ROW. Courtney was also concerned with pedestrian safety since this would be making people walk across the road. Courtney would like to see TCAT adjust their bus route and pick people up on the other side of the road, so they didn't have to cross the street. There are also multiple apartment complexes on that same side of the road on up Uptown Road that also have to cross the road to get on the bus and Courtney feels it is unsafe. Scott has spoken with Bill Troy, and he stated that we have every right not to allow this. The general consensus was that it seems like the easiest solution would be to come down the other side of the road. The Board will discuss this further at Monday's meeting when the attorney is there and give a final answer. Safety is the Boards main concern.

Smith asked if Scott had heard anything more on Aldi's going into the old Rite Aid space. Scott has not heard from them in over a month. Smith stated that Cornell just went through a bidding process and awarded the contract to a company so we will probably hear from them soon.

There have been no changes in the East Pointe Apartments west entrance. The last thing the Planning Board requested was that they verify that that exit can handle the traffic.

O'Rourke ask Courtney about the IDA meeting that took place. Scott stated that he, Schleelein and Courtney met with Rich John and Heather McDaniel to share the progress of what is happening with the Lansing Meadows Project. At the IDA's next meeting in October they are going to have an executive session to discuss Lansing Meadows and their next steps. Some Village employees have been asked to attend that meeting to answer any questions they may have.

Courtney stated that he and Scott met with Goetzmann to discuss the stormwater and sidewalk installation. Courtney thinks we can require a closed drainage system and install a sidewalk like we've done for Maguire Nissan, CFCU, Homewood Suites and Cayuga View. Scott added that we have the Special Permit to back this. Courtney pointed out that this has taken a lot of extra time. This is not a subdivision, so we don't recover any of these costs.

Moll asked if there was any penalty if Goetzmann were to just sell this now to someone else to finish the project. The real power at this point lies with the IDA because they have the money. They seem to be onboard with the Village on this.

The Board agreed that the best way to proceed is with a closed drainage system. It is really the only safe option for that sidewalk. The Village can pursue that with the new special permit.

Courtney stated that they did a temporary pavement overlay on Dart Drive/Graham Road yesterday. Courtney is still waiting on the culvert. He is waiting for the creeks to subside. They have been doing some little odds and ends.

O'Rourke lost connection and left the meeting.

Our new loader is in. We cannot take delivery until we decide what we are going to do with the old loader. Sourcewell has offered us a trade in of \$67,500. We budgeted \$75,000 for the sale of the loader. Courtney may be able to sell it to his municipality for \$75,000 or it could also go to auction. Courtney stated that he went to multiple websites to get a value and the value seems to be between \$49,000 and \$110,000. Dake suggested that it go to the free auction for a minimum of \$75,000, which is what we had originally budgeted to receive. Right now, the cost of vehicles and equipment is sky high so we may be able to get more out of it. Hardaway suggested pursuing the other municipality and let them know that it will be going to auction. Dake warned Courtney to be really careful because he has a connection to that municipality, and you do not want it to any way look like you are doing favoritism. Courtney will contact the Town of Lapeer and Smith will be there with Courtney when they come over to look at the loader.

Courtney would also like to not purchase the side discharge bucket for \$6,200, as proposed in the budget, and instead order a self-propelled plate tamper (Model BPU 4054) for \$8,005. The Village currently has a smaller plate tamper that does not have the power this one would. Smith questioned how often it would be used. Courtney stated that it could also

be used for sidewalk installation and any time we have dirt work on water breaks or road stuff. When pulling it up online it was \$7,800. Courtney will do some more research on this. Smith asked if we ever borrow equipment from Lansing. Courtney said we do occasionally. Hardaway asked if the Town of Lansing had one of these plate tampers and if they would let us use it. Courtney was unsure. Courtney stated that it is the convenience of having your own.

Hardaway asked where the money would typically come from. Dake stated contingency but we have already spent all of our contingency this year. Courtney stated that there will be plenty of money in our capital fund. Dake asked which projects would not be done. Dake stated that we budgeted/encumbered \$10,000 for the Highgate lighting project and the expenses for that came in at \$23,000 so that is another item we need to discuss. Courtney will review everything and get back to Dake and the Trustees.

Moll asked if Courtney had heard from NYSEG regarding the gas line replacement on Dart Drive. Courtney met with them last Monday and told them they were not going to upsize the lines in the Village ROW. If they want to upsize from 6 inch to 12 inch, they are going to have to obtain easements. Courtney stated that this was not going to lift the moratorium. He feels there is something behind this that they are not tell us. Plus, there is no room there for more infrastructure. The Village will hold off on the Dart Drive project until all this gets resolved. Moll asked if this project will get done in this budget cycle. Courtney does not think so. Moll suggested that this is somewhere we can pull money from. Dake's concern was the auditors do not like when you schedule to do these projects over and over again and we never do them.

At Monday's night meeting the Trustees will be doing a full EAF Form on the Sewer Expansion Project to the Town of Lansing. Scott had not seen that form. Hardaway will send it along with the changes by Dave Herrick.

On the Warren Road water line material, it was looking like it would be January before we could get the pipe, but the supplier is getting a big shipment of zinc coated pipe which they would give us as a substitute. This different pipe would not affect our installation costs. Courtney is speaking with Kirsten Guttenburg regarding possible relocation of the water line for Brown Road.

Dake stated that there are changes to the Employee Handbook that need to be discussed...

1. Since Hardaway is now Mayor the Workplace Violence document needs to have his name now listed as the contact.
2. The BZA meeting have been taking place at 7:00pm instead of 7:30pm so that also needs to be updated.
3. Under Other Personnel Policies, reference to the Pandemic Operations Plan should be added. I would suggest adding the following after Outside Employment:

**Pandemic Operation Plan**

On Labor Day, September 7, 2020, New York State Governor Cuomo signed legislation which requires public employers to create a Pandemic Operations Plan by April 1, 2021 (S8617B/A10832). This new law was intended to protect employees and contractors in the event of another public health emergency declaration involving a communicable disease in New York State. A copy of the Plan is located in the Policies and Procedures book, or the Clerk/Treasurer can provide you with an electronic copy.

Back in February the Board started a discussion on updating the outdated Retiree Health Benefit section. Currently, it says that the maximum benefit is 60% of a monthly premium for a single person up to \$2,400 annually. Currently the single premium is around \$700/mo (We don't have anyone on that plan) and Family Coverage is around \$1,800/month. 60% of a single would cost the Village \$5,040 or \$12,960 for family. The Board was previously talking about removing the minimum and changing the wording to continue on whatever policy they were on when retiring. Reminder that to receive this benefit an employee must have 20 years of continuous full-time serve, be over 55 years old and been granted a bona-fid retirement benefit from NYS Retirement System. Currently, our employees on the family plan are paying a little over \$300 a month for insurance.

This is the current insurance benefit for active employees:

The Village will contribute \$1550 per employee annually plus 80% of additional cost above that amount for individual or family insurance coverage for one or all of these insurances. If less, the employee may choose to have insurance through a spouse's health plan. The Village will reimburse the employee using the same formula above for the amount that the spouse had to pay for insurance coverage. Documentation will be provided to the Clerk/Treasurer each year by May 1<sup>st</sup> and an annual payment will be made to the employee.

The Board agreed to update the first three items but wait until Monday to discuss the Retiree Health Benefit until Pat & Carolyn are present.

Resolution #6776- To Approve the Following Three Changes to the Employee Handbook:

1. Update BZA meeting time from 7:30pm to 7pm
2. Under Other List contact for the Workplace Violence document as Mayor Ronny Hardaway
3. Personnel Policies, add reference to the Pandemic Operations Plan as follows:

**Pandemic Operation Plan**

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York State. A copy of the Plan is located in the Policies and Procedures book or the Clerk/Treasurer can provide you with an electronic copy.

Trustee Moll moved to update these three items in the Employee Handbook. Trustee Smith seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Simon Moll-Aye

Trustee Randy Smith-Aye

The last time the retirement section of the Employee Handbook was updated was 2010.

Zoom meetings are back on until January 15, 2022. The NYCOM Fall Training School is still on in person next week. Greenwald will be attending.

Moll stated that the Joint Youth Commission (JYC) needs another representative from the Village. Moll will write an article on all open positions for the newsletter. Moll is also working on a Construction and Demolition Waste Policy. He will be bringing it up to the CSC for the first time this evening. JYC had a meeting, and it looks like there is going to be a 2.5% increase in budget.

Hardaway stated that our AV System has been installed at the office. Hardaway has set up a “Meet the Mayor” meeting every Wednesday from 2-4pm. People can sign up online. No one has signed up yet.

Motion- To Adjourn

Trustee Smith moved for adjournment. Trustee Moll seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Simon Moll-Aye

Trustee Randy Smith-Aye

The meeting adjourned at 1:51pm.

Jodi Dake, Clerk/Treasurer