

Village of Lansing

MINUTES of the Board of Trustees Meeting held on Monday, May 2, 2022, in person at 2405 N. Triphammer Rd. and via Zoom Videoconferencing/Teleconferencing.

PRESENT: Mayor Ronny Hardaway; Trustees, Carolyn Greenwald and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Attorney Peter Grossman; Supt. of Public Works, John Courtney.

Since the executive order has been extended through June 8, 2022, members of the Board can still vote if zooming in. The following attended via Zoom: Trustee, Susan Ainslie; Code & Zoning Officer, Mike Scott; Planning Board Member, Patrick Gillespie; 2 additional people.

Mayor Hardaway called the Board of Trustees meeting to order at 7:32pm. Hardaway opened the public comment period. There were no comments.

Motion - To Close the Public Comment Period

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

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Motion - To Approve the Minutes from April 4 & 14, 2022

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

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Abstain

Hardaway welcomed Susan to the Board of Trustees. Trustee Jeff Dobbin was not present.

The next item on the agenda is the Organizational Meeting. To save time, Hardaway will move each resolution and then a second from one of the Trustees. Dake has prepared a list of all the resolutions and included some pertinent notes within the organizational meeting document. The Board went through the Organizational meeting resolutions.

**2022 Organizational Meeting**

Lisa Schleelein would like to step down as Planning Board Chair but will remain on the Planning Board. The Planning Board recommends Mike Baker to become chair.

**RESOLUTION #6827-Appointment of Mike Baker as Chair of the Planning Board**

Be it RESOLVED, that the Board of Trustees hereby appoints Mike Baker as Planning Board Chair.

Trustee Hardaway moved to appoint Mike Baker as Planning Board Chair. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6828-Appointment of Patrick Gillespie as a Member of the Planning Board**

Be it RESOLVED, that the Board of Trustees hereby appoints Patrick Gillespie as a Planning Board Member for a five-year term that will expire at the end of the Village's official year in 2027.

Trustee Hardaway moved to appoint Patrick Gillespie to the Planning Board. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Currently there is no one to appoint for the open positions of Planning Board member, Planning Board Alternate, Board of Zoning Appeals member or Board of Zoning Appeals Alternate.

**RESOLUTION #6829-Appointment of Village of Lansing Deputy Mayor**

Be it RESOLVED, that the Board of Trustees authorize the Mayor to appoint Patricia O'Rourke as the Deputy Mayor

Trustee Hardaway moved to appoint Patricia O'Rourke as the Deputy Mayor. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6830-Appointment of John Dennis to the Tompkins County EMC for a Period of One Year**

Be it RESOLVED, that the Board of Trustees hereby appoints John Dennis to the TCEMC for a one-year term.

Trustee Hardaway moved to appoint John Dennis to the TCEMC. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Hardaway stated that John Dennis would like the Village to look for a new representative for TCEMC. He will serve until we find one.

**RESOLUTION #6831-Appointment of Mike Scott to the Stormwater Coalition of Tompkins County for a Period of One Year**

Be it RESOLVED, that the Board of Trustees hereby appoints Mike Scott to the Stormwater Coalition of Tompkins County for a one-year term.

Trustee Hardaway moved to appoint Mike Scott to the SCTC. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

The next resolution is to appoint up to 7 members to the Greenway Committee.

**RESOLUTION #6832-Appoint the Following Members to the Greenway Committee Until 5/1/2023**

Ronny Hardaway-chair  
Larry Bieri  
Carolyn Greenwald

Be it RESOLVED, that the Board of Trustees hereby appoints the Above Listed Members to the Greenway Committee for a one-year term.

Trustee Hardaway moved this resolution. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Since Smith and Moll are no longer trustees, the next item is to appoint new members to the Climate Smart Communities Task Force. There can be up to 7 members.

**RESOLUTION #6833-Appoint the Following Members to the Climate Smart Communities Task Force Until 5/1/2023**

Ronny Hardaway-Chair  
Carolyn Greenwald-Trustee Representative  
Lynn Leopold- BZA Representative

Be it RESOLVED, that the Board of Trustees hereby appoints the Above Listed Members to the Climate Smart Communities Task Force for a one-year term.

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

Mayor Ronny Hardaway-Aye                      Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye              Trustee Susan Ainslie-Aye

Members of the current Lighting Commission are the Supt. of Public Works and Code Officer. We also need a Planning Board Member and a Trustee for this commission.

**RESOLUTION #6834 -Appointment of Planning Board Member Jim McCauley and Trustee Patricia O'Rourke to the Lighting Commission**

Be it RESOLVED, that the Board of Trustees hereby appoints Jim McCauley and Patricia O'Rourke to the Lighting Commission

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

Mayor Ronny Hardaway-Aye                      Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye              Trustee Susan Ainslie-Aye

Smith was the last representative on the Youth Services Board.

**RESOLUTION #6835-Appointment of Trustee Susan Ainslie to Youth Service Board**

Be it RESOLVED, that the Board of Trustees hereby appoints Susan Ainslie to the Youth Services Board

Trustee Hardaway moved to appoint Susan Ainslie to the Youth Services Board. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye                      Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye              Trustee Susan Ainslie-Aye

**RESOLUTION #6836-Appointment of Trustee Jeff Dobbin to Joint Youth Commission & Recreation Partnership**

Be it RESOLVED, that the Board of Trustees hereby appoints Dobbin to the Joint Youth Commission & Recreation Partnership

Trustee Hardaway moved to appoint Dobbin to the Joint Youth Commission. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6837-Official Newspaper of the Village**

Be it RESOLVED, that the Ithaca Journal is hereby established as the official paper for the publication of legal notices for the Village of Lansing.

Trustee Hardaway moved to establish the Ithaca Journal as the Village's official newspaper. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

The following are the federally acknowledged holidays that the Village will be observing:

Official Holidays for 2022-23

June 19<sup>th</sup>-Juneteenth (added)  
July 4- Fourth of July  
Sept. 5- Labor Day  
Oct. 10- Columbus Day (Planning Board)  
Jan. 16- Martin Luther King Day  
Feb. 20- President's Day

**RESOLUTION #6838-Establishment of Meeting Days**

Be it RESOLVED, that the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month, at 7:30PM, and the second Thursday, following the first Monday of the month, at 12:00 noon are hereby established as regular meeting days for the Board of Trustees of the Village of Lansing with the exception of Federally Acknowledged Holidays and Major Religious Holidays.

Trustee Hardaway moved to establish the meeting days. Trustee O'Rourke seconded the motion.

Greenwald requested that Juneteenth be added. This new federal holiday is celebrated on June 19<sup>th</sup>. Since it falls on a Sunday this year it will be celebrated on Monday. Therefore, the Board of

Trustees will not have a meeting that night. The Trustees agreed to add it to the list of Official Holidays.

A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

The next resolution was to establish the Rules of Procedure.

**RESOLUTION #6839- Adopting Rules of Procedure for the Board of Trustees of the Village of Lansing**

Whereas, Village Law § 4-412 provides that the Board of Trustees may determine its own rules of procedure;

Now, Therefore Be It Resolved, the following rules of procedure are adopted pursuant to Village Law § 4-412:

**Rules of Procedure for the Board of Trustees of the Village of Lansing**

**REGULAR MEETINGS:** The Board of Trustees' Regular Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month, commencing at 7:30pm in the Village Conference Room and the 2<sup>nd</sup> Thursday after the first Monday meeting at 12:00pm (Noon) to meet with staff.

**SPECIAL MEETINGS:** Special meetings of the Board of Trustees are all Board meetings other than Regular Meetings. A Special Meeting may be called by the Mayor or any Trustee upon notice to the entire Board. Notice must be given to each member of the Board of Trustees by telephone, in person, or email at least 24 hours in advance of the meeting unless an emergency requires the meeting to be held on less than 24-hour notice.

**QUORUM:** A quorum of the Board must be physically present to conduct business. A quorum of the five-member Board of Trustee is three, regardless of vacancies.

**EXECUTIVE SESSIONS:** Executive Sessions must be held in accordance with NYS Public Officers Law § 105. All executive sessions must be entered into by a motion made from a properly noticed and conducted open meeting.

**AGENDAS:** The agenda is to be prepared by the Clerk at the direction of the Mayor. The Mayor or any Trustee may have an item placed on the agenda. When possible, items for the agenda must be provided to the Clerk in writing or via email at least 24 hours before the meeting starts. The agenda must be prepared by noon on the day of the meeting. However, items may be placed on the agenda at any time. If necessary, a supplemental agenda may be distributed at the beginning of the meeting.

**VOTING:** Pursuant to the New York State Village Law and General Construction Law, each member of the Board has one vote. The Mayor may vote on any matter but must vote in case of a

tie. A majority of the totally authorized voting power is necessary to pass a matter unless otherwise specified by State law. A vote upon any question must be taken by ayes and nays, and the names of the members present and their votes must be entered in the minutes.

#### GENERAL RULES OF PROCEDURE:

- a) The Mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides at meetings of the Board. If neither the Mayor nor Deputy Mayor is present at a meeting, the Board members vote on the appointment of an acting Mayor. The presiding officer may debate, move and take any action that may be taken by other members of the Board. Board members are not required to rise, but must be recognized by the presiding officer before making motions and speaking.
- b) Every motion must be seconded before being put to a vote; all motions must be recorded in their entirety in the Board's minutes.
- c) Once recognized, a member may not be interrupted when speaking unless it is to call him/her to order. If a member is called to order, they must stop speaking until the question of order is determined, and, if in order, they must be permitted to proceed. There is no limit to the number of times a member may speak on a question. Motions to close or limit debate may be entertained and require a two-thirds vote to pass.

#### GUIDELINES FOR PUBLIC COMMENT:

- The public may speak only during the Public Comment period of the meeting or at such other times as a majority of the Board allows.
- Speakers must give their name, address and organization, if any.
- Speakers must limit their remarks to three minutes on a given topic.
- Speakers may not yield any remaining time they may have to another speaker.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks must be addressed to the Board as a body and not to any member thereof.
- Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications.

#### MINUTES:

- a) The Clerk is responsible for taking the minutes of the Board. Minutes must consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon. Minutes are not taken in executive session. However, once the Board comes out of Executive session, minutes must be taken of any action decided in executive session that is taken by formal vote. Executive session minutes must consist of a record or summary of the final determination of such action, and the date and vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the NYS Freedom of Information Law (FOIL).

- b) Minutes must also include the following:
- Name of the Board
  - Date, place and time of meeting;
  - Notation of the presence or absence of Board members and time of arrival or departure if different from time of call to order and adjournment;
  - Name and title of other village officials and employees present and the approximate number of attendees;
  - Record of communications presented to the Board;
  - Record of reports made by Board or other village personnel; and
  - Time of Adjournment; and signature of Clerk or person who took the minutes if not the Clerk.
- c) Minutes should contain a summary of the discussion leading to action taken and will not include verbatim comments unless a majority of the Board resolves to have the Clerk do so.
- d) The Clerk is responsible for creating a draft of the minutes within the timeframe provided for under the New York State Open Meetings Law. The Board of Trustees approves the minutes at a subsequent board meeting. Amendments to the Clerk's minutes require approval of the Board of Trustee by a majority vote.

#### ORDER OF BUSINESS OF THE BOARD OF TRUSTEES:

- a) Call to order;
- b) Roll call;
- c) Public Comment period;
- d) Public Hearings
- e) Approval of minutes of previous meetings;
- f) Old business;
- g) New Business;
- h) Report of officers and committees (list);
- i) Appropriations;
- j) Auditing; and
- k) Adjournment.

#### GUIDELINES FOR USE OF RECORDING EQUIPMENT:

All members of the public and all public officials are allowed to tape or video record public meetings. Recording is not allowed during executive sessions. Recording should be done in a manner which does not interfere with the meeting. The mayor may determine whether the recording is being done in an intrusive manner taking into consideration, but not limited to, brightness of lights, distance from the deliberations of the village board, size of the equipment, and the ability of the public to participate in the meeting. If the recording is determined to be intrusive and interfered with the meeting, the Mayor may direct that the recording be stopped or undertaken in a different manner or location.



**ADJOURNMENT:**

Meetings must be adjourned by motion.

**AMENDMENTS TO THE RULES OF PROCEDURE:** The foregoing procedures may be amended from time to time by a majority vote of the Board.

Be it **RESOLVED**, that the Board of Trustees hereby adopts Village of Lansing Rules of Procedure as the procedural guideline for Village meetings.

Trustee Hardaway moved to adopt Village of Lansing Rules of Procedure as the procedural guidelines for Village meetings. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Municipal Law 77-b, authorizes municipal officials and employees to attend schools, conferences, seminars, etc. conducted for the benefit of the local government. However, such attendance is not authorized, nor can reimbursement be applied for, unless prior approval of the Board of Trustees is obtained. It is appropriate at the organizational meeting to adopt a resolution authorizing certain individuals, by position, to attend meetings.

**RESOLUTION #6840- Authorization for Clerk/Treasurer Jodi Dake and Two Trustees to Attend NYCOM Fall Training School**

Be it Resolved, that the Board of Trustees hereby grants permission for Dake and two Trustees to attend the NYCOM Fall Training School in September 2022

Trustee Hardaway moved to have the Clerk/Treasurer and two Trustees attend the NYCOM Conference. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6841 -Code & Zoning Officer to Training**

Be it Resolved, that the Board of Trustees hereby grants permission for Code & Zoning Officer Mike Scott to attend the Planning Federation & SToba Conferences and Code Classes

Trustee Hardaway moved to have the Code & Zoning Officer to attend the listed Conferences. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6842-Authorization to Pay Claims prior to Audit**

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, credit cards, debt service and other bills to avoid finance charges

WHEREAS all such claims shall be presented at the next regular meeting of audit,

Be it RESOLVED, that the Village Clerk/Treasurer is hereby authorized to pay claims for utilities, postage, insurance, debt service and other bills to avoid finance charges prior to audit by the Board of Trustees.

Trustee Hardaway moved to authorize the Clerk/Treasurer to pay the above stated bills prior to audit by the Board of Trustees. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6843-Salary for Board of Trustees**

Be it RESOLVED, that the salaries for the Board of Trustees and the Mayor are hereby set at \$6,000 for each member of the Board of Trustees and \$16,000 for the Mayor for the 2022-2023 fiscal year.

Trustee Hardaway moved to establish the salaries for the Board of Trustee members at \$6,000 and for the Mayor at \$16,000. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6844-Compensation for Planning Board**

Be it RESOLVED, that the compensation paid to Planning Board members is hereby set at \$8,000 for the chairman and \$4,000 for each of the four members for the fiscal year 2022-2023.

Trustee Hardaway moved to set the compensation rate for the Planning Board at \$8,000 for the chairman and \$4,000 for each member. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

**RESOLUTION #6845-Compensation for Board of Zoning Appeals**

Be it RESOLVED, that the compensation paid to BZA members is hereby set at \$75 per meeting for each of the five members for the fiscal year 2022-2023.

Trustee Hardaway moved to set the compensation rate for the BZA members at \$75 per meeting for each member. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

**RESOLUTION #6846-Appointment of Elected Member to the Southern Cayuga Lake Intermunicipal Water Commission**

Be it RESOLVED, that Ronny Hardaway is hereby appointed as an elected Village representative to the Southern Cayuga Lake Intermunicipal Water Commission.

Trustee Hardaway moved to appoint Ronny Hardaway as the elected S.C.L.I.W.C representative. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

**RESOLUTION #6847-Appointment of Donald Hartill as Non-elected Member to the Southern Cayuga Lake Intermunicipal Water Commission**

Be it RESOLVED, that Donald Hartill is hereby appointed as non-elected Village representative to the Southern Cayuga Lake Intermunicipal Water Commission.

Trustee Hardaway moved to appoint Donald Hartill as the non-elected S.C.L.I.W.C representative. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

**RESOLUTION #6848-Mileage Reimbursement Rate**

Be it RESOLVED, that the mileage reimbursement rate to Village employees using personal cars for Village business shall be the federally approved mileage reimbursement rate.

Trustee Hardaway moved to set the mileage reimbursement rate at the federally approved mileage reimbursement rate. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye

Trustee Patricia O'Rourke-Aye

Trustee Susan Ainslie-Aye

The current rate is \$.585 per mile.

Copies of the Procurement Policy, Investment Policy, Capital Asset Policy and Work Place Violence Policy had all previously been emailed to the Trustees to review.

**RESOLUTION #6849-Procurement Policy**

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

WHEREAS, the Villages procurement policy which was approved on January 7, 1992 states that there will be an annual review of the policy, therefore

Be it RESOLVED, that the Board of Trustees have reviewed the current procurement policy and do hereby adopt the procurement policy

Trustee Hardaway moved to adopt the Procurement Policy. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye

Trustee Carolyn Greenwald-Aye

Trustee Patricia O'Rourke-Aye

Trustee Susan Ainslie-Aye

**RESOLUTION #6850-Investment Policy**

Be it RESOLVED, that the Board of Trustees have reviewed the current investment policy and do hereby adopt the investment policy

Trustee Hardaway moved to adopt the Investment Policy. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye

Trustee Carolyn Greenwald-Aye

Trustee Patricia O'Rourke-Aye

Trustee Susan Ainslie-Aye

**RESOLUTION #6851-Designation of Depositories**

WHEREAS the Board of Trustees has determined that Village Law 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees does hereby designate the following institutions as depositories of all moneys received by the Village Treasurer, Clerk, and Receiver of Taxes.

Tompkins Trust Company

Section 2. That this resolution shall take effect immediately.

Trustee Hardaway moved to adopt this resolution. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

**RESOLUTION #6852-Capital Assets Policy**

Be it RESOLVED, that the Board of Trustees hereby adopt the Capital Assets Policy

Trustee Hardaway moved to adopt the Capital Assets Policy. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

**RESOLUTION #6853-Workplace Violence Policy & Incident Reporting**

Be it RESOLVED, that the Board of Trustees has reviewed the Violence Policy & Incident Reporting Form and reappoints Mayor Ronny Hardaway as the Designated Contact Person.

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

Mayor Ronny Hardaway-Aye            Trustee Carolyn Greenwald-Aye  
Trustee Patricia O'Rourke-Aye       Trustee Susan Ainslie-Aye

Greenwald would like the Meetings section to read; All Board and Committee meetings “**may** take place” instead of “**will** take place”. Hardaway stated that it would be our decision, but our decision would be to do whatever the State says. The attorney did not see a problem with the language and the Board agreed to change the Pandemic Operation Plan to say may instead of will.

**RESOLUTION #6854-Pandemic Operation Plan**

Be it RESOLVED, that the Board of Trustees have reviewed the current Pandemic Operation Plan and do hereby adopt the Pandemic Operation Plan with the above stated change

Trustee Hardaway moved this resolution. Trustee Ainslie seconded the motion. A vote was taken:

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

Trustee Carolyn Greenwald-Aye  
Trustee Susan Ainslie-Aye

**RESOLUTION #6855-Renew Bellisario's Contract for Rental of Equipment, Operators and Laborers from June 1, 2022 until May 31, 2023 with a 3% increase**

Trustee Hardaway moved this resolution. Trustee Ainslie seconded the motion.

Hardaway questioned why we were giving Bellisario a 3% increase. Courtney stated that it is in the contract. Courtney stated that he is surprised they even want to work for us now due to the fuel prices. Hardaway asked what percentage of our Village work Bellisario does for the Village. Courtney thinks it is 35-40%. Hardaway asked if we use them for things we cannot take care of as DPW because it stretches our crew too far. Courtney feels we would have to buy bigger equipment and have more staff if we did not use Bellisario.

A vote was taken:

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

Trustee Carolyn Greenwald-Aye  
Trustee Susan Ainslie-Aye

**RESOLUTION #6856-To Replace Carolyn Greenwald with Susan Ainslie on the Cayuga Lake Watershed Intermunicipal Organization**

Trustee Hardaway moved this resolution. Trustee Greenwald seconded the motion. A vote was taken:

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

Trustee Carolyn Greenwald-Aye  
Trustee Susan Ainslie-Aye

Bus Liability Discussion

Attorney Grossman stated that municipalities are liable for all sorts of things including safe maintenance of highways. Safety for its intended use for vehicular passage is kind of the case law limitation on that liability. There are exceptions to that rather specific limitation as to our liability. One of them is where we take action either within the highway right of way or adjoining that can enhance injuries. It's really a question of whether we're being reasonable in the design, construction, maintenance, and location, and use of a bus stop where the proposal to place it is. Grossman could not say that we're not liable, but until there's a lawsuit, you don't know how that is going to fall out.

Greenwald asked if Grossman would rather have the scenario of not building a new shelter or building a new shelter. There is no crosswalk at the current stop on Uptown Road. People are supposed to yield to pedestrians in the road. If there is a crosswalk it automatically is negligence

on the part of the person driving if a pedestrian is hit. There is appeal to placing the bus stop at an intersection where there will be a crosswalk.

Courtney does not think the current bus stop part way down Uptown Road is safe. He feels if you have a bus shelter you should have a crosswalk. Courtney prefers that the bus shelter be on the north side of the road at the intersection of Cinema and Uptown Roads. The Village would just need to piece a small section of sidewalk between the apartments and the car dealer on the corner. Courtney would like time to get that piece of sidewalk in before we suggest that the TCAT bus stop be moved to the corner. Courtney stated that it would be later this summer. Hardaway will contact TCAT and let them know we had a discussion and that we think we have a better compromise. Then we can proceed from there. In the meantime, Courtney will go up to that area and see if we have enough right of way.

#### Proposed Local Law C

Hardaway stated that Proposed Local Law C-Amendment to Village of Lansing Code-Sewer Permit Fees is basically returning the sewer permit fee back to the original \$2,350 per unit. Hardaway stated that we are basically eating a lot of cost on maintaining our sewers and we need to start rebuilding our sewer fund since we plan to significantly spend down our sewer reserve with the sewer expansion to the Town of Lansing. The sewer permit fees were lowered back in June 2015. The only income streams for the Sewer Fund are sewer usage and penalties on the water/sewer bills and sewer permit fees.

#### **RESOLUTION #6857-To Set a Public Hearing for Proposed Local Law C (2022)-Amendment to Village of Lansing Code-Sewer Permit Fees for Monday, May 16, 2022 at 7:35pm**

Trustee Hardaway moved this resolution. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye

Trustee Patricia O'Rourke-Aye

Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye

#### Mayors Comments

Hardaway thanked everyone for sitting through the Organizational Meeting. Hardaway stated that he wished Jeff could of been here. Hardaway stated that it looks like the new variant of covid is spreading fast and far. The people that he has talked to that have had it say it is like having the flu for a short time. Hardaway asked everyone to take the precautions they feel are necessary to keep themselves safe.

#### General Discussion

The Board welcomed Susan.

Dake stated that the resident at 10 Jon Stone Circle has asked that we waive his water/sewer penalties. In the year that he has lived there, he has never received a water/sewer bill because his plumber never got a final plumbing permit. Hardaway wishes that we could make the plumber pay the penalties. Scott stated that they had a temporary plumbing inspection, which is all they are

required to do is have a sink that runs and a toilet that runs. They had a few other vanities that were not working so that is why they only got a temporary. The final plumbing inspection was missed until recently.

**RESOLUTION #6858-To Waive the Penalties as a One Time Courtesy for Water/Sewer Account N7211 in the Amount of \$255.02**

Trustee Hardaway moved this resolution. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

Dake stated that Planning Board member Lisa Schleelein would like to borrow tables from the community room. Dake asked if the Board was ok with that or if they wanted to have her pay a fee to use them. Hardaway stated that since Lisa is on staff, he does not have a problem with letting her borrow the tables. If other Village residents wanted to borrow the tables, they would need to put down a deposit that would cover the cost of replacing them. Hardaway asked if we need a resolution for this. All that was needed was to have it on record that it is ok for staff to borrow and bring back in the same condition.

Courtney stated that the opening of bids for the sanitary sewer line project is May 11<sup>th</sup>. The bid opening for the water project is Tuesday, May 10<sup>th</sup>. The water pipe is being delivered on Wednesday and will be moved to the tank site up on Brown Road. The DPW will also be starting the St. Joseph Project next week which involves stormwater, sidewalk preparation and streetlights.

Greenwald stated that she will have to phone in for the June 6<sup>th</sup> meeting. Hardaway stated that she could attend but would not be able to vote. Dake clarified that she would be able to vote because the current executive order goes until June 8<sup>th</sup>.

Motion- To Adjourn

Hardaway motioned to adjourn. Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Carolyn Greenwald-Aye
Trustee Patricia O'Rourke-Aye	Trustee Susan Ainslie-Aye

The meeting was adjourned at 8:37pm.

Jodi Dake, Clerk/Treasurer