

## Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, January 12, 2023, held at the Village of Lansing 2405 N. Triphammer Road.

PRESENT: Mayor Ronny Hardaway; Trustees Susan Ainslie, Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Code/Zoning Officer, Mike Scott; Supt. of Public Works John Courtney; MEO, Chris Zavaski and Nick Dean. Public Kathy Yen.

Mayor Hardaway called the Board of Trustees meeting to order at 12:04pm.

Scott stated that it has been slow with regards to new building permits, so it is giving him some time to transfer files to the County and working on closing out some of the open permits. He and Quadrozzi are working on a new operating permit form. The form is currently being reviewed by our attorney. By completing this form, the apartment owners will be responsible for making sure that all of their apartments or units are up to codes. A system will be set up for scheduling inspections on certain weeks each year. This year will be a trial to see if the system is working and if we need to charge for this if it is a burden for staff.

Scott stated that at the last Planning Board meeting he reported on the effects the new sewer expansion project would have on the low-density residential area. Lots can be smaller if they have sewer hookup. With the new sewer line, there is a potential of 54 additional lots without a variance. For more information one can view the Planning Board meeting from 1/9/23. Hardaway will review the video and give the Trustees the starting point of the discussion.

Hardaway stated that he and Scott were completing a survey from Tompkins County. The county is looking at providing Code Enforcement shared services for the municipalities in Tompkins County. Hardaway & Scott do not think it will really work for the Village. That option may be available in the future if we need it.

Courtney stated that there is not a lot going on. He is trying to get some temporaries completed. It has been a nice winter so far. He has been working on getting some remaining budget items completed, traffic signal upgrades. They may do the pavilion at Ned Hickey Park in house. Courtney will meet with Ronny to see where to locate it.

The highway crew has been rearranging/organizing stuff in the shop. There are still park benches to put in. There are already two concrete pads poured for two of the benches and Courtney needs to know exactly where the Greenway Committee wants the other four located. Dake reminded him that the parks where the benches are supposed to be located are listed in the Greenway Plan. Greenwald would like the Greenway Committee to meet at the parks and pick an appropriate location. Hardaway stated that the Greenway Committee has a meeting scheduled for next week so they could do it then. Courtney can recommend spots for the benches.

Courtney stated that he needs updated drawings from the Beers so that we can plan for our next budget season. There have been some truck repairs.

Courtney stated that he would like to have Grossman respond to John Youngs email regarding the money for the sewer that is being held in Attorney Marcus account. Courtney will contact Grossman on this and will update Hardaway and Dake on outcome.

Greenwald questioned the boot purchase made by Scott and asked why he was not wearing them.

RB Robinson Contracting Inc. has submitted Change Order #3. The total installed quantities in the 2022 Water System Improvement Project Warren Road and Brown Road contract varied slightly from those that were actually installed.

**Resolution #6915**-To Approve and Authorize the Mayor to Sign the 2022 Water System Improvement Project Warren Road and Brown Road Change Orders #3 for the Increased Quantities Installed in the Amount of \$19,020.00 Increasing the Total Contract to \$918,734.

Trustee Hardaway moved to approve change order #3. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye  
Trustee Patricia O'Rourke-Aye

Courtney stated that the next payment application will be for the final payment minus retainage and punch list items.

### **Consider Waiving Penalties**

Dake stated that she had requests for penalty refunds from people who claim they are not receiving eBills. The problem she is finding is that some people did not go through both steps involved in signing up. Dake stated that once she heard this concern she went through the process of signing up her own account. To her it seemed very clear if you read it. Dake has spent a couple days going through things with Bolton Point and Williamson Law Book (WLB) trying to figure out who had not completed the sign-up process. WLB send Dake a list of the 112 emails that got sent out reminding people that their bill was ready and Bolton Point on their report said that 170 people receive eBills or eBills and mailed copies. Dake created a spreadsheet of those that had not correctly completed the process and they were contacted. Just recently Bolton Point has started sending out an additional email telling people to look for the second step and complete it. Another problem was that some emails were going to spam. Right after WLB sent another email to those that did not complete the registration process we had 13 people sign up.

Courtney stated that the bills come four times a year and people should know that they have to pay their water just like you pay a mortgage or car payment. He feels we should

not waive the fees. Dake stated that we have agreed to waive one quarter of penalties because we will take a little responsibility for the issue but just not calling the village for over a year to let us know you are not getting a bill is not our issue. Hardaway stated that it is a quarterly payment, and you should expect to pay a bill. If you do not receive a bill you should contact the village. The water/sewer bills are due at the same time every year. (January 20th, April 20th, July 20th and October 20th)

Hardaway stated that he spoke with one resident that was very upset with having to pay these penalties and he told him that the Board would discuss it and decide. Hardaway thinks the system could have a better design.

Ainslie asked if we had set a precedence. Dake stated that in the past we have waived penalties for one quarter for those with an eBill issue. O'Rourke found it hard to believe that you would go a whole year and not pay your water bill. Greenwald felt that if she did not get a water bill, she would not even think about paying it. It may have something to do with it being quarterly.

Hardaway stated that he is torn. He wants to punish the system and on the other hand he wants to hold people responsible. He is not sure we can change Bolton Points system. It was irresponsible for people to not pay attention to their quarter bills. Hardaway thinks it is fair to continue to forgive one quarter of penalties. Hardaway stated that it would be embarrassing to him if he did not pay his bill for a whole year and then turned around and ask for the penalties to be waived. Hardaway thinks we should stick with what we have always done and forgive one quarter of penalties. Hardaway was sorry for the situation and wishes he had control of the system.

Hardaway feels we need to let Bolton Point know what is going on. Dake stated that she spoke with the person that does the eBill updating at Bolton Point and once they update their system, they have no idea what happens at WLB. Bolton Point did find that some people were not getting their eBills because their emails were going to spam and that is why they never completed the sign-up process. Bolton Point has been proactive in sending a second email to let customers know that this is a two-step process and to look for a second email or to contact them. Hardaway suggested we do a physical mailing to those that have not completed the sign-up process. Dake had already sent paper copies of bills to people that had delinquent bills and were signed up for eBill only.

**Resolution #6916-** Authorization to Forgive One Quarter of Penalties for Those Who Claim to Have Not Receive eBills and Authorize the Clerk/Treasurer to Waive One Quarter of Penalties for Any Future 2022 eBill Complaints from Customers that Do Not Have a History of Paying Late. The Clerk/Treasurer Will Report this Information to the Trustees on a Monthly Basis.

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

A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Carolyn Greenwald-Opposed

Trustee Susan Ainslie-Aye  
Trustee Patricia O'Rourke-Aye

It was noted that Greenwald agreed with allowing the Clerk/Treasurer to waive the fees, but she wanted to forgive all penalties.

The following penalties of one quarter will be removed:

N4076-Piliero October 2022 Penalties Totaling \$27.08-(\$15.33 WP \$11.75 SP)

N1790-Tokman July 2022 Penalties Totaling \$42.46(\$24.03 WP \$18.43 SP)

N1739-Datta- April 2022 Penalties Totaling \$25.71(WP \$14.55 SP \$11.16)

### Approval of Minutes

Motion - To Approve the Minutes from December 5, 2022

Hardaway moved that the meeting notes, as reviewed and revised by the Board, are hereby adopted as the official minutes of the December 5, 2022, meeting. O'Rourke seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye  
Trustee Patricia O'Rourke-Aye

Motion - To Approve the Minutes from December 15, 2022

Hardaway moved that the meeting notes, as reviewed and revised by the Board, are hereby adopted as the official minutes of the December 15, 2022, meeting. Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Carolyn Greenwald-Abstain

Trustee Susan Ainslie-Aye  
Trustee Patricia O'Rourke-Aye

Dake asked if the Board would like to approve the vouchers.

### **Resolution #6917- Abstract of Audited Vouchers**

Be it RESOLVED, that Abstract of Audited Vouchers No. 8 for the General Fund, in the amount of \$175,090.68 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No.8 for the Sewer Fund, in the amount of \$604,771.31 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 8 for the Trust & Agency Fund, in the amount of \$6,831.60 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 8 for the Water Fund, in the amount of \$185,812.36 is hereby approved for payment.

Trustee Hardaway moved that the foregoing Abstract of Audited Vouchers resolutions be adopted, and 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

Dake confirmed that the Trustees received a copy of the annual accounting audit. Ainslie stated that the job Dake did was well done. She thanked her for her patience and due diligence.

Ainslie reported on the Planning Boards progress with Maguire. See the Planning Board minutes for details.

Scott stated that the Beers have been working on putting information together for the Planning Board for 3-4 months. All details are needed on the final plat.

O'Rourke informed the Board that she is not running again in April. She has served as a Trustee for 14 years. Having said that, given the Dobbin situation, she will not leave the Board in a lurch. She would consider running for another year at max.

Scott stated that there are some electrical issues with the Drug & Alcohol Council. They are trying to get everything completed for their grand opening.

Carolyn has been doing a lot of driving from Brown to Warren Road at night and thinks there should be 2 lanes. Courtney stated that these are county roads. Courtney thinks that the issue is striping. Courtney thinks the County will be doing some road work there this summer. Courtney will go up to make sure the streetlights are working. Greenwald stated that it's not super dangerous.

Hardaway stated that he was approached by Drew Riedl of 12 Esty Drive who has expressed interest in serving on the Board of Trustees. Hardaway sent his resume via email to all the Trustees. His background is in economics. Drew is an instructor at Cornell University Brooks School of Public Policy. He does have a few conflicts with traveling and attending noon meetings in the fall. Hardaway feels that if we know in advance, we could work it out. Zooming in while away is also an option. Hardaway thinks that Riedl would be a good candidate. Dake asked for the dates he would be away so she could see how many meetings he would actually miss. Greenwald stated that she would be amenable to choosing a different day for our noon meetings. Dake stated that we used to have our noon meetings on Wednesday. Hardaway will contact Riedl to see if the noon conflict is only on Wednesdays and if it is, the meeting may be changed to Wednesdays. Hardaway will try to get Riedl to come to our next meeting.

Greenwald stated that she has sent a message to go out to the Shannon Park listserv to see if there is any interest in the Trustee position. She had previously sent a message out about the BZA openings and had two interested responses. Dake would be interested in getting the email of the person in charge of the listserv to get her all the village information that goes out.

Scott stated that the BZA will have another opening in the spring. Wisor plans to leave at the end of his term.

Hardaway stated that O'Rourke should not feel bad about not running again. The village appreciates all that she has done for the village. Hardaway thanked her for her service.

Dake asked if the highway department could get the free library boxes installed. Courtney stated that it is on their list.

Courtney will meet with the Greenway Committee next Wednesday at Ned Hickey Park to pick a location for the pavilion. Dake reminded Courtney to add picnic tables to the budget for next year for the new pavilion.

Motion- To Adjourn

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

Mayor Ronny Hardaway-Aye  
Trustee Susan Ainslie-Aye

Trustee Patricia O'Rourke-Aye  
Trustee Jeff Dobbin-Aye

The meeting adjourned at 1:08pm.

Jodi Dake, Clerk/Treasurer