

Village of Lansing

MINUTES of the Board of Trustees Meeting held on Monday, May 6, 2024, in person at 2405 N. Triphammer Rd. and via Zoom Videoconferencing/Teleconferencing.

PRESENT: Mayor Ronny Hardaway; Trustees, Susan Ainslie, Carolyn Greenwald, Kathleen Yen; Clerk/Treasurer Jodi Dake; Attorney Peter Grossman.

Zoom: none

Absent-Wolfgang Bullmer

Hardaway called the Board of Trustees meeting to order at 7:31pm. Hardaway welcomed our newest Trustee, Kathleen Yen, and returning Trustee, Susan Ainslie.

Roll Call: Susan Ainslie, Carolyn Greenwald, Kathleen Yen, Ronny Hardaway.

Absent: Wolfgang Bullmer

Hardaway opened the public comment period. There was no public.

Motion - To Close the Public Comment Period

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

East Pointe Apartment License Agreement

PG East Pointe Apts. LLC is the owner of the East Pointe Apartments. They have requested a second entrance to the property which is currently for emergency access only. Our attorney has drawn up a license agreement that has already been signed by a representative from East Pointe Apartments.

Resolution #7036 - To Grant the Following License Agreement and Allow the Mayor to Sign the Following Agreement

LICENSE AGREEMENT

AGREEMENT made this 6th day of May, 2024 by and between the VILLAGE OF LANSING, a municipal corporation having offices at 2405 North Triphammer Road, Ithaca, New York 14850 (the “Village” or “Licensor”) and PG EAST POINTE APTS LLC, having offices at 46 Prince Street, Rochester, New York 14607 (the “Licensee”).

WHEREAS, Licensee is the owner of certain premises in the Town of Lansing, Village of Lansing, County of Tompkins, State of New York described in more particular detail in the deed to Licensee recorded in the Tompkins County Clerk's Office on August 2, 2018 as Instrument No. 2018-8479 ("Licensee's Premises"); and

WHEREAS, Licensor is the owner of certain premises located adjacent to the north of Licensee's Premises, constituting a westerly portion of the right of way of Bomax Drive, ("Licensor's Premises"), and

WHEREAS, Licensee desires to locate on Licensor's Premises two Stop Signs/ Do Not Enter Sign Licensee's facilities located on Licensee's Premises (the "Signs"), in such location as is shown on Exhibit A-1 and A-2 incorporated herein by reference and attached hereto, dated _____ (the "Drawings").

WHEREAS, Licensee desires to obtain from Licensor a license to allow Licensee to install and maintain the Signs on Licensor's Premises; and

WHEREAS, Licensor desires to grant a revocable license to Licensee to use the area of Licensor's Premises shown on the Drawings to install and maintain the sign (the "License Area") in accordance with the terms and conditions set forth in the Agreement; and

WHEREAS, Licensee desires to accept from and make use of, in accordance with the terms and conditions set forth in this Agreement, a revocable license to use the License Area;

NOW, THEREFORE, Licensor and Licensee, for good and valuable consideration, the mutual receipt and legal sufficiency of which are hereby acknowledged, hereby agree as follows:

1. Licensor hereby grants to Licensee a revocable license, in accordance with all of the terms and conditions stated herein, to use the License Area for the installation and maintenance of the sign, and solely for such purpose. For so long as this License remains in effect, Licensee shall not enlarge, extend, alter or modify the sign or place, install or locate any other improvement in the License Area. If any maintenance or repair of the sign is to be performed by Licensee, such work shall be performed under the supervision of Licensor's Superintendent of Public Works.
2. The license granted herein shall be revocable at Licensor's option at any time, upon delivery by Licensor of thirty (30) days' written notice of such revocation to Licensee at Licensee's address stated above, or at such other address as Licensor has been instructed in writing to deliver such notice. Notwithstanding anything to the contrary herein, and in addition to all of the rights of Licensor hereunder, it is hereby acknowledged, understood and agreed that in the case of emergency of other similar circumstances dictating immediate action (including those circumstances under which Licensor is unable to provide written notice of revocation of the license granted herein), Licensor may enter upon the License Area, as well as Licensee's Premises, if and to the extent necessary to remove some or all of the sign, and take any other action deemed necessary and/or appropriate under the circumstances. Licensor will use its reasonable best efforts to provide prior notice of its intent to exercise such emergency rights. If such prior notice is not given, Licensor will use its reasonable best efforts to provide notice as soon as possible after it exercises its emergency rights hereunder. Under any and all circumstances, and notwithstanding anything to the contrary herein, the failure to provide either of the foregoing notices shall not be deemed to be a breach of this License by Licensor, and Licensor shall have no liability related thereto.
3. This License shall remain in full force and effect in perpetuity provided that Licensor has not revoked the license provided herein or neither party hereto has delivered to the other a written notice terminating this License. In addition thereto, this License shall terminate if and when the location of Licensee's sign on Licensor's Premises no longer exists, including, but not limited to, upon the voluntary or involuntary permanent removal of such encroachment in accordance with the terms and provisions hereof.

4. In the event that the encroachment of Licensee's sign is removed, voluntarily or involuntarily, Licensee shall not be permitted to replace such encroachment without the prior written consent of Licensor. If in fact such consent is granted and Licensee is thereafter permitted by Licensor to partially or fully restore such encroachment, the cost of such restoration shall be borne solely by Licensee and such restored encroachment shall thereupon and thereafter continue to be subject to all of the terms and provisions of this License.
5. This License provides for the grant by Licensor of a license to Licensee and not of a lease of any kind. The relationship established by this License between Licensor and Licensee is that only of licensor and licensee and not that of lessor and lessee. The License granted hereunder shall not be construed as an easement nor as a right-of-way across Licensor's Premises.
6. Immediately upon revocation or termination of this License, Licensee shall, at Licensee's sole cost and expense, remove the sign from the License Area. If Licensee fails to do so promptly, Licensor will have the right to do so, and Licensee will be responsible for any expense incurred by Licensor in doing so.
7. Licensee shall use the License Area in accordance with this License only for installation and maintenance of the sign. Licensee shall not suffer or permit the use of the License Area for any other purpose or by any other person.
8. Licensee shall not be obligated to pay any sum of money as a license fee for the use of the License Area in accordance with this License.
9. Licensee shall defend, indemnify and hold Licensor (including its elected officials, employees and contractors) harmless from and against any and all costs, claims, actions, expenses, charges, liabilities and obligations, including, but not limited to reasonable attorneys' fees, which arise as a result of or in any way in connection with (i) the creation of the license contained herein (ii) the exercise of the rights granted hereunder by Licensee and/or Licensee's guests, invitees, agents, contractors or any other parties permitted by Licensee to gain access to the License Area and/or Licensor's Premises or Licensee's Premises, and (iii) any act or omission of Licensee and/or Licensee's guests, invitees, agents, contractors or any other parties permitted by Licensee to gain access to the License Area and/or Licensor's Premises and/or Licensee's Premises. In addition thereto, Licensee shall reimburse Licensor for any and all costs that Licensor may incur, including, but not limited to, reasonable attorneys' fees, arising out of the enforcement of this Agreement. This paragraph 9 shall survive the termination of this Agreement.

10. Licensee, at its sole cost and expense, shall procure and maintain on the License Area and any portion of Licensor's Premises which Licensee may use to access the License Area, general liability insurance covering bodily injury and property damage with combined (including umbrella coverage) limits of at least One Million and 00/100 Dollars (\$1,000,000.00) per claim made. Such insurance shall insure, on occurrence claims made basis, against liability arising out of or in connection with the use or occupancy of the License Area or Licensor's Premises by Licensee, Licensee's guests, invitees, agents, contractors or any other parties permitted by Licensee to gain access to the License Area and/or Licensor's Premises and/or Licensee's Premises, all as provided for herein. Licensor shall be named as an additional insured on Licensee's policy or policies. Licensee shall provide to Licensor one or more certificates of insurance evidencing the coverage required by this Section prior to initially exercising any rights under this License and prior to each policy renewal period for such coverage. Each such certificate shall confirm that Licensor is named as an additional insured and shall further provide that Licensor shall be given no less than thirty (30) days written notice prior to any material change in or cancellation of such coverage.
11. This License (i) constitutes the entire agreement and understanding between the parties hereto with respect to the subject matter hereof, (ii) supersedes all prior agreements, understandings and arrangements, both oral and written, between the parties hereto with respect to such subject matter, and (iii) may not be modified in any way unless by a written instrument executed by all parties. The waiver by any party hereto of a breach or violation of any term or provision of this License shall not operate or be construed as a waiver of any subsequent breach or violation. If any court of competent jurisdiction holds any provision of this License invalid or unenforceable, the other provisions of this License will remain in full force and effect. Any provision of this License held invalid or unenforceable only in part or degree will remain in full force and effect to the extent not held invalid or unenforceable. Licensee shall execute and deliver such other documents and perform such other acts as may, from time to time, be reasonably required by Licensor to give full force and effect to the intent and purpose of this License.
12. Licensee shall deliver to Licensor, along with the fully executed copy of this document, a check payable to the Tompkins County Clerk's Office in the amount necessary to record this document and index it to the deed to Licensee's Premises. Licensor shall undertake such recording.

IN WITNESS WHEREOF, Licensor and Licensee have executed this agreement as of the date first set forth above.

Mayor Hardaway made a motion to approve this resolution. Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Abstain

Yen chose to abstain since she had not received the agreement. Hardaway will sign and give it to Attorney Grossman.

Organizational Meeting

RESOLUTION #7037 -Appointment of James McCauley as a Member of the Planning Board

Be it RESOLVED, that the Board of Trustees hereby appoints James McCauley as Planning Board Member for a five-year term that will expire at the end of the Village's official year in 2029.

Trustee Hardaway moved to appoint McCauley to the Planning Board. Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7038 -Appointment of Yamila Fournier as an Alternate Member of the Planning Board Until May 2025

Be it RESOLVED, that the Board of Trustees hereby appoints Yamila Fournier as Alternate Planning Board Member with a term that will expire at the end of the Village's official year in 2025.

Mayor Hardaway moved to appoint Yamila Fournier as the Planning Board Alternate. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7039-Appointment of Andreea Minca to the Board of Zoning Appeals for a Term ending May 2029

Be it RESOLVED, that the Board of Trustees hereby appoints Andreea Minca to the Board of Zoning Appeals for a five-year term that will expire at the end of the Village's official year in 2029.

Mayor Hardaway moved to appoint Minca as a member of the Board of Zoning Appeals. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

There was no one recommended for the BZA Alternate position.

RESOLUTION #7040-Appointment of Carolyn Greenwald as Village of Lansing Deputy Mayor

Be it RESOLVED, that the Board of Trustees authorizes the Mayor to appoint Carolyn Greenwald as the Deputy Mayor for a one-year term.

Mayor Hardaway moved to appoint Carolyn Greenwald as the Deputy Mayor. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Hardaway stated that John Dennis would no longer like to represent the Village on the Tompkins County EMC. The Village will continue to look for a representative. There was no appointment.

RESOLUTION #7041 -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 Scott to the SCTC. Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

The NYCOM Handbook states the following:

The designation of an official newspaper is generally effective for one year and is usually accomplished at the organizational meeting. The official newspaper must be one which has general circulation within the village. It need not be published in the village, but the Board of Trustees must determine that there is broad distribution of the newspaper within the village [Village Law 21-2100(1)]. A “penny saver” or other publication which is distributed or made available primarily for advertising purposes to the public generally free of charge, is NOT a newspaper for purposes of the requirement [General Construction Law 60]. If the village does not designate an official newspaper, then each time a notice must be published the resolution authorizing that publication must specify the particular newspaper in which it is to be published.

Given this legal requirement, the Village’s only option is the Ithaca Journal. In addition, the Village can always publish in other papers if they wish or on the radio.

RESOLUTION #7042-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.

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

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

Official Holidays for 2024-25

May 27-Memorial Day
June 19th-Juneteenth (Wednesday)
July 4-5th July 4th Holiday (Thursday/Friday)
Sept. 2- Labor Day (No Trustee Meeting)
Oct. 14- Columbus Day (Planning Board no meeting)
Nov. 11-Veterans Day (Planning Board no meeting)
Nov. 28 & 29-Thanksgiving (2)
December 25-Christmas
January 1-New Years Day (Wednesday)
Jan. 20- Martin Luther King Day (No Trustee Meeting)
Feb.17 - President's Day (No Trustee Meeting)

RESOLUTION #7043-Establishment of Meeting Days

Be it RESOLVED, that the 1st and 3rd 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.

Mayor Hardway moved to establish the meeting days. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

The next resolution was to establish the Rules of Procedure.

RESOLUTION #7044 - 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 annually 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 1st and 3rd Monday of each month, commencing at 7:30pm in the Village Conference Room and the 2nd Thursday after the first Monday meeting at 12:00pm (Noon) to meet with staff with the exception of Federally Acknowledged Holidays and Major Religious Holidays.

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 72 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) Approval of minutes of previous meetings
- e) Public Hearings
- 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.

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-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. The Board discussed who would go to training. There is no requirement for Trustees to go to training. Planning Boards and BZA are required to have 4 hours of training each year. There are many free trainings available for this.

RESOLUTION #7045-Authorization for Clerk/Treasurer Jodi Dake, Trustee Kathleen Yen, Ronny Hardaway 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 September 16-20, 2024

Mayor Hardaway moved to have three village representatives attend the NYCOM Conference. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION#7046-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 & STBOA Conferences and Code Classes

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

The Code & Zoning Officer is required to have 24 hours of training each year.

RESOLUTION #7047-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.

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7048-Salary for Board of Trustees

Be it RESOLVED, that the salaries for the Board of Trustees and the Mayor are hereby set at \$18,000 for the Mayor and \$7,000 for each of the four remaining Trustees for the 2024-2025 fiscal year.

Mayor Hardaway moved to establish the salaries for the Board of Trustee members at \$7,000 and for the Mayor at \$18,000. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7049-Compensation for Planning Board

Be it RESOLVED, that the compensation paid to Planning Board members is hereby set at \$10,000 for the chairman and \$5,000 for each of the four members for the fiscal year 2024-2025.

Mayor Hardaway moved to set the compensation rate for the Planning Board at \$10,000 for the chairman and \$5,000 for each member. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7050-Compensation for Board of Zoning Appeals

Be it RESOLVED, that the compensation paid to BZA members is hereby set at \$100 per meeting for each of the five members for the fiscal year 2024-2025.

Mayor Hardaway moved to set the compensation rate for the BZA members at \$100 per meeting for each member. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7051-Appointment of Elected Member to the Southern Cayuga Lake Intermunicipal Water Commission

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

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7052-Appointment of 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.

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7053-Appointment of Susan Ainslie to the Cayuga Lake Watershed Intermunicipal Organization (CWIO) representing the Village of Lansing

Be it RESOLVED, that Susan Ainslie is hereby appointed as the Village of Lansing Representative on the Cayuga Lake Watershed Intermunicipal Organization

Mayor Hardaway moved to appoint Susan Ainslie as the Cayuga Lake Watershed Intermunicipal Organization representative. Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7054-Appointment of Ronny Hardaway as Chair and Kathleen Yen and Lynn Leopold, as member to the Climate Smart Communities (CSC) Task Force and Clean Energy Communities (CEC)

Be it RESOLVED, that Ronny Hardaway is appointed as Chair and Kathleen Yen and Lynn Leopold as member to the CSC and CEC

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7055-Appointment of Ronny Hardaway as the Representative and Carolyn Greenwald as the Alternate Representative to the Greater Tompkins County Health Insurance Consortium and Jodi Dake as the Benefits Administrator

Be it RESOLVED, that Ronny Hardaway is appointed as the Representative and Carolyn Greenwald as the Alternate Representative to the Greater Tompkins County Health Insurance Consortium and Jodi Dake as the Benefits Administrator

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7056-Appointment of Ronny Hardaway as Chair and Carolyn Greenwald, Lynn Leopold and Larry Bieri as member of the Greenway Committee

Be it RESOLVED, that the following are appointed as members of the Greenway Committee:

Mayor Ronny Hardaway-Chair
Carolyn Greenwald-Trustee
Lynn Leopold-BZA Representative
Larry Bieri-Community Representative

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7057-Appointment of Ronny Hardaway to the Ithaca International Air Services Board

Be it RESOLVED, that Ronny Hardaway is appointed to the Ithaca International Air Services Board

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

Hardaway stated that he is a non-voting member. The Town has the vote for our municipalities.

RESOLUTION #7058-Appointment of Wolfgang Bullmer as Representative on the Joint Youth Commission for the Village of Lansing

Be it RESOLVED, that Wolfgang Bullmer is appointed as the Village of Lansing Representative on the Joint Youth Commission

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7059-Appointment of Carolyn Greenwald as Representative on the Youth Services Recreational Partnership for the Village of Lansing

Be it RESOLVED, that Carolyn Greenwald is appointed as the Village of Lansing Representative on the Recreational Partnership

Mayor Hardaway moved this resolution and Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7060-Appointment of Ronny Hardaway as Representative and Carolyn Greenwald as Alternate on the Tompkins County Council of Governments for the Village of Lansing

Be it RESOLVED, that Ronny Hardaway is appointed as the Village of Lansing Representative and Carolyn Greenwald as Alternate Representative on the Tompkins County Council of Governments

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7061-Appointment of Mike Baker as the Village of Lansing Representative on Tompkins County Planning Federation

Be it RESOLVED, that Mike Baker is appointed as the Village of Lansing Representative on Tompkins County Planning Federation

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7062-Appointment of Mike Scott as the Village of Lansing Representative on the Stormwater Council of Tompkins County

Be it RESOLVED, that Scott is appointed as the Village of Lansing Representative on the Stormwater Council of Tompkins County

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7063-Appointment of Lynn Leopold as the Village of Lansing Representative on Tompkins County Water Resources Council

Be it RESOLVED, that Lynn Leopold is appointed as a Representative on Tompkins County Water Resources Council for the Village of Lansing

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7064-Appointment of Susan Ainslie as the Village of Lansing Representative on the Youth Services Board

Be it RESOLVED, that Susan Ainslie is appointed as the Village of Lansing Representative on the Youth Services Board

Mayor Hardaway moved this resolution and Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION #7065-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.

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

The current rate is \$.67 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 #7066-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

Mayor Hardaway moved to adopt the Procurement Policy. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Grossman stated that State law tells us what to do.

Hardaway suggested that the legal bank name be corrected in the Investment Policy and in the Designation of Depository resolution.

RESOLUTION#7067-Investment Policy

Be it RESOLVED, that the Board of Trustees have reviewed the current investment policy and do hereby adopt the investment policy with the Update of the Legal Name of the Bank to Tompkins Community Bank from Tompkins Trust Company

Mayor 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 Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

RESOLUTION #7068-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 Community Bank

Section 2. That this resolution shall take effect immediately.

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

RESOLUTION#7069-Capital Assets Policy

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

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

Hardaway asked how often the capital assets are checked. Dake stated that it is done annually as part of the Annual Report. Our accountants take our assets and do the depreciation on them for the report.

RESOLUTION#7070-Workplace Violence Policy & Incident Reporting

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

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

Mayor Ronny Hardaway-Aye	Trustee Susan Ainslie-Aye
Trustee Carolyn Greenwald-Aye	Trustee Kathleen Yen-Aye

The authorized employee representative is the clerk/treasurer.

Greenwald wondered if she needed to be appointed to the Town of Lansing Trails Committee. The Town actually appointed her. It was not necessary for her to be appointed by the Village because she is a citizen of the town. If at some point they want us to appoint Greenwald we can do that at a later date. Greenwald will report to the Village on this committee's activities.

Mayor's Comments

Hardaway again congratulated Ainslie and Yen on being elected to the Board of Trustees. Hardaway stated that we did receive the Tompkins County 2024 Municipal Parks and Trails Grant Award approval for \$5,000. This money will be used to fund the pedestrian trail bridge replacement in Lansing Trails. Once this project is completed we will turn in the invoices for the materials we purchased and they will reimburse us for \$5,000. Darby Kiley will be contacting the village to finalize a contract for the award.

General Comments

Ainslie had nothing to report. She had already shared information via email on CWIO and the Youth Services meetings she attended.

Yen reported that there will be a disaster drill at the airport on June 15th.

Greenwald stated that the Town Trails Committee got a report from the Board that they want more details regarding any kind of proposal before going forward. The committee wanted approval for planning funding. The committee has put together a PowerPoint presentation to give to the Town Board at their next meeting.

The group working on updating the Comprehensive Plan met today for the first time. The group includes Carolyn Greenwald, Kathleen Yen, Yamila Fournier and Susan Lustick. Their first order of business is to develop a short easy survey. There will be one for residents and one for businesses. The last question will be "do you want to answer more questions?" and if the answer is yes there will be a second questionnaire. Dake asked how they plan to distribute the survey. Greenwald would like to collect list serves from the different neighborhoods and apartments so that it can be emailed. They would also like to set up tables around the village to have people fill out surveys. One of the locations they would like to do this at the compost drop off site here at the Village on Saturdays. Dake will call TC Recycling to find out. Dake wondered how they would be assured that they would not have nonresidents filling out surveys or multiple surveys by the same person. Greenwald was open to any suggestion on getting the survey out. Next, they will be developing a time line for the Comprehensive Plan. Dake stated that she has all the information from the last Comprehensive Plan update which was completed in 2015. Greenwald will also do an article for the Fall Newsletter.

Hardaway will not be here in June for any of the meetings.

Adjournment

Motion – To Adjourn

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

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

The meeting was adjourned at 8:27PM.

Jodi Dake, Clerk/Treasurer