



Village of Cayuga Heights

Board of Trustees
 Monthly Board Meeting
 Marcham Hall

September 18, 2017, 7:00 p.m.

AGENDA

	<u>EXHIBIT/ PAGE</u>
1. Meeting Minutes: May 15, 2017	2018-037
2. Meeting Minutes: June 19, 2017	2018-038
3. Meeting Minutes: July 17, 2017	
4. Meeting Minutes: August 11, 2017	
5. Meeting Minutes August 21, 2017	
6. Report of Fire Superintendent Tamborelle - submitted report	2018-058/pg. 2
7. Privilege of the Floor – 30 minutes - SIGN-UP at 6:45 p.m. Privilege of the Floor Guidelines	unrevised VCH website
8. Report of the Mayor	
a. Fire Council Fund Raising Letter	2018- 059/pg. 3
b. Phoenix Fencing	
c. School Zone Parking/Right-of-Way Parking	
d. Zoning Ordinance: Articles 2 – 9, Usage in Zones	VCH website
9. Report of the Trustees	
10. Report of Police Chief Steinmetz - submitted reports *	2018-060/pgs. 4-6
11. Report of Assistant Superintendent of Public Works Wiese – submitted reports *	2018-061/pg. 7
12. Report of Superintendent of Public Works Cross	2018-062/pgs. 8-?
a. Consideration of the natural gas contract with Direct Energy. Jeff and I are working on background information about the variable rate to see if the low price is “safe”.	
b. Designation of mailing address for tax parcel 1-4-2.3 (vacant lot) as 180 W. Remington Road.	
c. Approval of contract with W2O Operators to remanufacturer (2) 60 hp Allis Chalmers pumps (trickling filter) at WWTP.	
d. Approval of contract with Pleasant Valley Electric for installation of a sump pump/power alarm and dialer at WWTP.	
e. Approval of Easement Agreement with Southern Cayuga Lake Intermunicipal Water Commission for installation of replacement water transmission main in N. Triphammer Road ROW.	
13. Report of Clerk & Treasurer - submitted report *	2018-063/pgs. 9--13
14. Report of the Attorney	
15. Executive Session: as required	
16. Adjournment	

* All Exhibits and Reports can be found at <http://www.Cayuga-Heights.ny.us> Agenda, unless otherwise noted

EXHIBIT 2018-058

September 15, 2017

Honorable Linda Woodard
Board of Trustees
Village of Cayuga Heights

Monthly Report August 2017

The pace picked up in August with 59 calls for the department. We had 33 calls in the Village of Cayuga Heights, 18 calls in the Town of Ithaca and 8 requests for mutual aid. There were 29 EMS calls and 30 fire runs. Despite the increase in calls during August, the month was fairly routine with an almost even number of fire and EMS runs. We were requested to Dryden early in the month to stand by while they were on a large apartment fire.

In early August, we took advantage of some great weather and did a district familiarization training focusing on the Forrest Home and Plantations areas. We took the department down to that area and drove around identifying landmarks and the specific names for areas of The Plantations. In the middle of the month Lt. Bloodnick did an EMS training on respiratory emergencies and evaluation of lung sounds. At the end of the month, after our student members returned, we took the department down to the training tower and did roll-in drills focusing on the placement of the initial and backup handlines. This was a very physically demanding training as we had the attack teams entering on one floor and advancing up and down stairwells with charged lines. This requires maximum exertion from the firefighters while fully geared up.

Our station is in great shape at this time. We have some projects we are looking into for the fall. We would like to have the roof and gutters at the station evaluated by a contractor. We are starting to lose some shingle from the roof and in several areas, it appears that the water is coming from the gutters at the station and spilling down the exterior of the station. One of the difficulties we have with the gutters is that they were run behind the brick façade of the station and are therefore difficult to clean out. We have been cleaning the troughs for years using the ladder truck but my fear is that the concealed down spouts are clogged. We are going to have an electrical contractor come to the station and look into LED lighting and replacing the recessed can fixtures. These are driven by ballast and we are finding many of them are no longer working. We attempted to circumvent the replacement by using replacement LED lights that were supposed to be compatible with the existing fixtures and ballasts but we found that not to be the case.

For many years, we have been the primary mutual department for the Ithaca Fire Department. We are very active in the Tompkins County mutual aid system and are fully supportive of a quick call for help when needed. We have noticed an increase in the number of times the Cayuga Heights Fire Department is being requested by IFD before they request a “second alarm assignment” which would bring in paid staffing to backfill their stations. We, as a volunteer department, are finding a decreasing number of members willing to come in for the mutual aid calls to IFD as many feel that we are being used as stop gap staffing for the paid department to avoid overtime costs for the city. I sent a letter to the Ithaca Fire Department and City of Ithaca expressing our concerns. I met with Chief Parsons from IFD to discuss our concerns and asked him to refrain from calling our department for mutual aid until he had activated his department for manpower. I assured him that we would make every effort to continue to provide the high-quality, well-trained firefighters when mutual aid is requested. I also thanked him for the support his department has given us for many years. Hopefully this system will work well for both departments.

We have set the dates for the Fall 2017 Recruit Class. Our recruit information dinner will be on September 21st with interviews the following week. We are going to Cornell for their annual freshman safety fair on September 12th and have been speaking with Cornell Daily Sun about an advertisement for the paper the second week of September. There is some discussion about a possible article about the department in The Daily Sun which would potentially be very helpful in our recruiting effort.

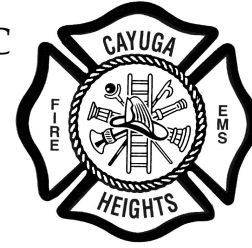
We are pleased to be back up to full staffing after summer break.

Sincerely,
George Tamborelle
Fire Chief/Fire Superintendent

EXHIBIT 2018-059

CAYUGA HEIGHTS FIRE CO., No.1, INC

P.O. Box 4262, Ithaca, NY 14852 (607) 257-2377
Responding from 194 Pleasant Grove Road, Village of Cayuga Heights
In emergency, Dial 9-1-1



Dear Neighbor,

October, 2017

Greetings from the Cayuga Heights Fire Company.

It is our privilege to serve our community in the small things like “limbs down” to the big ones, such as “patient non-responsive” or “flames showing”. With your help, the Fire Company fulfills our mission of emergency operations, recruitment and retention of volunteer fire fighters, and public safety education. This is an invitation to partner with us.

I have come to appreciate what an extraordinary group our volunteer first responders are. Not compensated, these men and women give of their time and energy to make our community a safer and more secure place. From all walks of life, it is a group of people on task and on mission together.

This letter seeks support for the Fire Company. Your tax dollars support the durable capital costs of the Cayuga Heights Fire Department, meaning the community fire station, firefighting apparatus, and core equipment. The Fire Company supplies secondary resources, such as fitness equipment, furnishings for the station, recruitment and retention costs, event-related meals, community events, and public education materials for children and adults.

Not only do I ask for your financial support, I invite you to “catch the fire” and join us as a volunteer fire fighter or emergency medical technician (EMT). We’d love to have you join the team! Information may be found at www.chfd.net or www.fireinyou.org.

October is Fire Prevention Month - please mark your calendars and stop by October 7 for our annual open house! Our department and other agencies will be on hand to share safety tips and share our love of the fire service!

The Cayuga Heights Fire Company is a 501(c)3 non-profit organization. Please make your tax-deductible check payable to Cayuga Heights Fire Co., No. 1 and return it in the enclosed envelope.

Thank you for reading this and for your support.
Sincerely yours,

Rev. Steven D. Felker, for the members of the Company

A handwritten signature in cursive script that reads "Steve".

**Village of Cayuga Heights
Police Department**



James M. Steinmetz
Chief of Police

836 Hanshaw Road • Ithaca, New York 14850-1590 • Phone: (607) 257-1011
E-mail: jsteinmetz@cayuga-heights.ny.us • Fax: (607) 257-3474

September 12, 2017

To: The Honorable Mayor Woodard
Members of the Board of Trustees
Village of Cayuga Heights

Re: Report of the Police Department for August, 2017

In the month of August the police department received 384 calls for service. In addition to these calls 72 uniform traffic tickets were issued and 7 parking violations were cited. A breakdown of the calls for service is as follows:

Officers responded to 4 Felony Burglary complaints. However, upon officers' arrival, these complaints were determined not to be Burglaries, and were observed as suspicious incidents and/or thefts from a building.

10 Penal Law Misdemeanor complaints were handled. 1 for Criminal Mischief, 2 for Fraud and 7 for Larceny. The Criminal Mischief complaint was determined to be a property damage incident and no foul play was suspected. 1 of the Fraud complaints was unfounded due to the complainant stating that the reported unauthorized charge on his credit card was discovered to be authorized. The second Fraud complaint involved a resident stating that a bank account had been opened in their name unbeknownst to them and a substantial amount of money had been transferred from their current account to the newly opened account. The bank redeposited the money back into the original account and the complainants are seeking charges. 6 of the 7 Larceny complaints were reported as thefts from motor vehicles. Residents reported that their unsecured vehicles had been entered overnight and had been rifled through. The only item reported missing was loose change. There are no suspects and the incidents remain under investigation. The last Larceny complaint was reported as a resident having an item stolen from their home during an on line purchase delivery. The complainant believes that the delivery person took the missing item while making the delivery. This incident is in the process of investigation.

2 Misdemeanor Vehicle and Traffic incidents were handled. During both traffic stops subjects were found to be unlicensed drivers and having suspended registrations. Both were charged with Aggravated Unlicensed Operation of a MV and Suspended Registration.

3 Penal Law Violation reports were received; 1 for Harassment and 2 for Trespassing. The Harassment complaint came in as a Landlord/Tenant Dispute and was determined to be a civil issue. The 2 Trespassing complaints were of residents stating that their unsecured vehicles had been entered and rifled through. No items were reported missing.

6 Incidents of Local Law violations were received; 3 for Noise, 5 for Dog Control, and 1 for Soliciting. One noise complaint was reported as a loud party in the area. Upon officer's arrival there was no violation observed at the location, however loud music was heard from a neighboring location at Cornell. College Campus Police were notified. In the last 2 complaints, officers responded to find residents having small gatherings outside their homes. Each gathering was advised to keep the noise level down and each complied without incident. 4 of the Dog Control complaints were for wandering dogs wandering in the village. In 2 of

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the incidents the dog owner was located and notified of the village ordinance. In the other two reports the loose dogs were not located upon officer's response. A fifth Dog Complaint was of a dog bite. The victim was treated and the County Health Department was notified. Neither the dog nor the owner was able to be located. A Nixle Alert was sent out to residents requesting information. No follow up calls were received in response to the Alert message.

1 Person was taken into custody under the 9.41 Mental Hygiene Law. The subject was voluntarily transported by medical staff to a nearby hospital for treatment.

1 Warrant arrest was made. While on a traffic stop, officers from a collaborating agency found a subject to have an active arrest warrant out of Cayuga Heights Court. Cayuga Heights officers took the subject into custody and arraigned them before the court.

There were 2 motor vehicle accidents reported.

There were no incidents reported involving deer.

In summary, 4 persons were arrested and the following 6 charges were filed: 2-Aggravated Unlicensed Operation MV 3rd, 2-Operating a MV while Registration Suspended, 1-Taken Into Custody, Mentally Ill, and 1- Execution of an Arrest Warrant.

Over the course of this month police department members took part in the following trainings and events: On the 1st All Officers certified in long gun took part in the annual long gun range. On the 26th retired Cayuga Heights Police Officers took part in HR218 Retired Range Day.

The full time officers worked a total of 15.5 hours of overtime and the part time officers worked a total of 156.5 hours.

Sincerely,

Chief James Steinmetz

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CAYUGA HEIGHTS
POLICE DEPARTMENT
AUGUST 2017

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Totals</u>
VTL 401.01A	OPERATING WITH SUSPENDED REG	1
7C LL#1-96	WRONG SIDE TO CURB OR EDGE	2
7D LL#1-96	OVERNIGHT PARKING	4
Report Totals		7

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**CAYUGA HEIGHTS POLICE DEPARTMENT
UNIFORM TRAFFIC TICKETS 8/1/17 TO 8/31/17**

<u>DATE</u>	<u>OFFENSE</u>	<u>LOCATION</u>
08/04/17	1180D SPEED IN ZONE	PLEASANT GROVE RD
08/05/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	PLEASANT GROVE RD
08/05/17	3191U OPERATING WITHOUT INSURANCE (NO PROOF IN VEH)	PLEASANT GROVE RD
08/09/17	3752A3 NO/INSUFFICIENT TAIL LAMPS	N TRIPHAMMER RD
08/11/17	512 OPERATING WHILE REGISTRATION SUSP/REVOKED	N TRIPHAMMER RD
08/11/17	3191U OPERATING WITHOUT INSURANCE (EXP 3/28/17)	N TRIPHAMMER RD
08/11/17	5111A AGG UNLIC OP 3RD (MISD)	N TRIPHAMMER RD
08/11/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	PLEASANT GROVE RD
08/12/17	1225D OPER MV WHILE USING PORT ELEC DEV (R-HAND)	N TRIPHAMMER RD
08/14/17	1225D OPER MV WHILE USING PORT ELEC DEV (R-HAND)	N TRIPHAMMER RD
08/16/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	TRIPHAMMER RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	CAYUGA HEIGHTS RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	TRIPHAMMER RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/17/17	3752A1 NO/INADEQUATE LIGHTS	TRIPHAMMER RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/17/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	CAYUGA HEIGHTS RD
08/17/17	4011A UNREGISTERED MOTOR VEHICLE (NO PROOF VALID)	CAYUGA HEIGHTS RD
08/17/17	1180D SPEED IN ZONE	CAYUGA HEIGHTS RD
08/17/17	4011A UNREGISTERED MOTOR VEHICLE (NO PROOF VALID)	CAYUGA HEIGHTS RD
08/17/17	306B UNINSPECTED MOTOR VEHICLE (03/2016 IN NJ)	CAYUGA HEIGHTS RD
08/17/17	37540 INADEQUATE OR NO STOP LAMPS	CAYUGA HEIGHTS RD
08/18/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	N TRIPHAMMER RD
08/18/17	1225D OPER MV WHILE USING PORT ELEC DEV (R-HAND)	N TRIPHAMMER RD
08/19/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 48/30)	TRIPHAMMER RD
08/20/17	1110A DISOBEY TRAFFIC CONTROL DEVICE	TRIPHAMMER RD 500 BLK
08/20/17	306B UNINSPECTED MOTOR VEHICLE	CAYUGA HEIGHTS RD
08/20/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	CAYUGA HEIGHTS RD
08/22/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (46/30)	PLEASANT GROVE RD
08/22/17	5091 UNLICENSED OPERATOR (NO ID ON PERSON)	PLEASANT GROVE RD
08/22/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 47/30)	TRIPHAMMER RD
08/22/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 48/30)	TRIPHAMMER RD
08/22/17	3191U OPERATING WITHOUT INSURANCE	TRIPHAMMER RD
08/23/17	1180D SPEED IN ZONE	TRIPHAMMER RD
08/23/17	5091 UNLICENSED OPERATOR (INTER NAT PMT, NO TRANS)	TRIPHAMMER RD
08/23/17	1144A FLD/YLD RT-OF-WAY TO EMERG VEHICLE	TRIPHAMMER RD
08/23/17	1180D SPEED IN ZONE	TRIPHAMMER RD
08/23/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	CAYUGA HGTS RD
08/23/17	4011A UNREGISTERED MOTOR VEHICLE	TRIPHAMMER RD
08/23/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	PLEASANT GROVE RD
08/23/17	1110A DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	CAYUGA HEIGHTS RD
08/24/17	1180D SPEED IN ZONE	PLEASANT GROVE RD
08/24/17	306B UNINSPECTED MOTOR VEHICLE (08/2011)	PLEASANT GROVE RD

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08/24/17	4011A	UNREGISTERED MOTOR VEHICLE	PLEASANT GROVE RD
08/24/17	4011A	UNREGISTERED MOTOR VEHICLE	PLEASANT GROVE RD
08/24/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/24/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/24/17	3752A1	NO/INADEQUATE LIGHTS	HANSHAW RD
08/24/17	306B	UNINSPECTED MOTOR VEHICLE	HANSHAW RD
08/25/17	1180D	SPEED IN ZONE	PLEASANT GROVE RD
08/25/17	512	OPERATING WHILE REGISTRATION SUSP/REVOKED	PLEASANT GROVE RD
08/25/17	3191U	OPERATING WITHOUT INSURANCE	PLEASANT GROVE RD
08/25/17	5111A	AGG UNLIC OP 3RD (MISD)	PLEASANT GROVE RD
08/26/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	PLEASANT GROVE RD
08/26/17	5091	UNLICENSED OPERATOR	PLEASANT GROVE RD
08/26/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	PLEASANT GROVE RD
08/26/17	3191U	OPERATING WITHOUT INSURANCE (NO PR SHOWN)	PLEASANT GROVE RD
08/28/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE (SPEED 46/30)	TRIPHAMMER RD
08/28/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE (SPEED)	CAYUGA HEIGHTS RD
08/29/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE	CAYUGA HEIGHTS RD
08/29/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE	TRIPHAMMER RD
08/29/17	1110A	DISOBEY TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
08/30/17	306B	UNINSPECTED MOTOR VEHICLE	PLEASANT GROVE RD
08/30/17	3191U	OPERATING WITHOUT INSURANCE	PLEASANT GROVE RD
08/30/17	37524A	OPER MV/ (2 W-EARPHONES)	HANSHAW RD
08/30/17	1163B	INSUFF TURN SIG - LESS THAN 100' (NONE AT ALL)	PLEASANT GROVE RD
08/30/17	3191U	OPERATING WITHOUT INSURANCE (EXP 06/02/16)	PLEASANT GROVE RD
08/30/17	4011A	UNREGISTERED MOTOR VEHICLE (EXP 02/23/17)	PLEASANT GROVE RD
08/30/17	5111A	AGG UNLIC OP 3RD (MISD) (SUSP 12/27/15)	PLEASANT GROVE RD
08/30/17	3191U	OPERATING W/O INSURANCE (NO PROOF SHOWN)	PLEASANT GROVE RD
08/31/17	1180D	SPEED IN ZONE	TRIPHAMMER RD

EXHIBIT 2018-061

Village of Cayuga Heights

Assistant Superintendent of Public Works Report

9/18/2017

Streets:

- ❖ Hanshaw Road sidewalk project was completed prior to the start of school.
- ❖ Village streets had road markings repainted. This includes center line striping, lane edge striping, and repainting of crosswalk locations.
 - An additional crosswalk was added to the intersection of Hanshaw and Cayuga Heights Road.

Sewer:

- The sewer main located at 603 Cayuga Heights road has been repaired. The DPW worked closely with Cornell regarding options to repair this line. The options considered were as follows:
 - Have the DPW crew dig and replace this line which would have involved the removal of several trees on the property, the relocation of irrigation lines and extensive restoration costs
 - Have a company come in to “burst” the pipe. This process involves pulling a cable through the existing sewer line and pulling back a hydraulic head which will break the pipe while pulling the replacement line in behind it. This process is used for pipe that has significant breaks and offsets throughout. This would also involve having the Village remove some trees on the property and dig two locations on both ends of the sewer line.
 - Have a company come in and install a liner in the pipe. This process involves pulling a soft liner through the length of the pipe and then using steam to expand the liner. When the liner is expanded the inside of the liner hardens. This process is used for pipes that have small offsets, surface cracks, and small separations. This work can be done inside each manhole and does not require any digging.

After having this line videotaped it was determined that the pipe was in need of repair however a liner would be a suitable solution. This solution was the most cost effective and least impactful to the surrounding area.

The liner was installed in one day on 9/7/2017.

Sunset Park:

- New signs have been installed at Sunset Park. The signs are installed on a 4x4 piece of pressure treated wood and stand 36” above the ground.