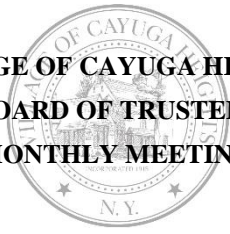


Minutes  
Ronald E. Anderson Fire Station

VILLAGE OF CAYUGA HEIGHTS  
BOARD OF TRUSTEES  
MONTHLY MEETING



Tuesday, February 20, 2018  
7:00 p.m.

**Present:** Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton; Police Chief Steinmetz; Superintendent of Public Work Cross; Assistant Superintendent of Public Works Wiese; Deputy Clerk Walker; and Attorney Marcus.

**Absent:** Trustees: Biloski and Friend; Clerk & Treasurer Mangione

**Call to Order:** Mayor Woodard calls the meeting to order at 7:05 p.m.

1. **Approval of Meeting Minutes: Date (Exhibit 2018-106)**

**Resolution #8128**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the January 16, 2018 Meeting Minutes.

*Motion:* Trustee Salton

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

2. **Privilege of the Floor:**

No members of the public wish to speak.

3. **Report of Fire Superintendent Tamborelle**

Submitted Report- Working on Budget numbers. The Spring recruitment class should produce around 5-6 solid members.

4. **Report of Village Historian Szekely**

Submitted Report-

B. Szekely, thanked the Board on the passage of the new Zoning Law. The Historians budget money from this fiscal year has been applied to collecting Cayuga Heights authors, which the books will be displayed in the Marcham Hall Court Room. 2018-2019 budget money will go towards the book and mapping project. Trustee Salton thanked Historian Szekely for all the articles and contributions adding to the richness of our community.

5. **Report of Mayor Woodard**

- a. **Streetlight Conversion to LEDs:** The City of Ithaca and Town of Ithaca is willing to help the other municipalities convert to LED either at no cost or subsidized cost. NYSEG put together a buyout for the lights in Cayuga Heights, rough estimates are around \$21,000. The Village has around 317 lights and would like to explore service contracts if the Village did buy out NYSEG. Assistant Superintendent of Public Works Wiese updated the Board that he dis-connect switch on Triphammer Rd. has been installed.
- b. **Transportation Study:** Superintendent of Public Work Cross had 6 engineering studies returned to the office, the Planning Board will begin discussing them next Monday. The traffic evaluation is for the two major intersections in the Village: N. Triphammer Rd/Hanshaw & Hanshaw/ Pleasant Grove Rd. There were several traffic counters set up in the Village over the last week. Superintendent of Public Work Cross states that Tri-State is the D.O.T subcontractor, on traffic counters. Superintendent of Public Works B. Cross will determine who authorized the installation of these traffic counters from Tri-State.
- c. **Short Term Rental Update:** The law is in affect now, and May 9, 2108 will be the deadline to obtain a permit and operate a short-term rental.

- d. On-line Billing: The Village is now accepting credit cards and Water and Sewer bills can be paid on-line. Chief Steinmetz asked should the Board consider a mass mailing to Village property owners on important changes, the cost out weights the return.
- e. Chestnut Trees: Andre Bensadoun; Village Forester acquired 5 American Chestnut Trees from the American Chestnut Foundation (ACF). The Village of Cayuga Heights will receive the trees with the condition Mayor Woodard sign a form not to distribute the biological material of the trees.

**Resolution #8129**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the mayor sign the agreement with the American Chestnut Foundation as written.

*Motion:* Trustee McMurry

*Second:* Trustee Marshall

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

- 6. **Report of the Trustees:** Trustee McMurry stated, the Bike-Pedestrian Committee has asked several landscaping companies for proposals on a planting for the edge of the slope in Sunset Park. Clearing vegetation and trees on the slope needs more discussion. Trustee Marshall suggested contacting Dan Seigel to evaluate the plants and develop a plan for erosion control.  
The General Code codification is due in March, Clerk & Treasurer Mangione is compiling all the notes. There will be some updates to street signs and the language in Code. In the future, something could be incorporated to the website on parking and signage. All changes to the codification will be discussed and voted on at a future Public Hearing.  
Mayor Woodard informed the Board the DPW will be purchasing a GIS platform called Manifold. Planning Board Chair, Cowett is very proficient in this software and can train Assistant Superintendent of Public Works Wiese. The TAP sidewalk funding applications are due in the summer, which makes it harder to gather input and petitions from residents.  
There is a new bike share project the City of Ithaca is launching in April. The area for the bike share does not currently include Cayuga Heights. Trustee McMurry asked for them to consider us for the future. May 18<sup>th</sup> a bike to school day is planned for the elementary school. First Congregational Church will be a drop-off for those children who live too far to walk or ride to school. Chief Steinmetz stated the Police department can do a class room bike training.
- 7. **Report of Police Chief Steinmetz:**  
The annual STOP DWI contract is due, the contract reimburses up to \$3500.00 for dedicated stop DWI patrols.

**Resolution #8130**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the mayor sign the agreement with the Tompkins County Stop DWI program.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

NYMIR has a University for online training and will have a representative visit the Village for a demo.

8. **Report of Assistant Superintendent of Public Works Wiese**

MATCO was called back after the Police Department noticed the lights flickering and popping. MATCO found the circuit breaker was “cooking” and appeared to have been wet at some point. MATCO will be able to convert all circuits to new 200 service panel for a cost not to exceed \$2500.00

Bolton Point found and fixed a leak by the holding tank near D.P.W. In order to save on overtime, crew travel time and keeping the staff rested, we will coordinate with CHPD on when calling in the snow plow teams. Not a lot of traffic in the middle of the night for us to call in a crew.

Mayor Woodard would like to see a reduction in salt used on certain flat roads, primarily because of the amount of salt entering the watershed. The last snow plow crew salted on only the first and last round of plowing.

Lastly, the D.P.W generators is up and running, and Village Hall’s is installed.

**Resolution #8131**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the mayor sign a contract of emergency bases with MATCO for the repairs to the circuit breakers in Marcham Hall. The cost is not to exceed \$2500 and funds from the contingency fund.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

9. **Report of Superintendent of Public Works Cross**

The WWTP is looking at quotes to install the bearings and seals on the trickling filters. There are not many contractors to bid on this type of work. Henderson Brothers has submitted a quote, but no others.

**Resolution #8132**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the mayor sign an contract with Henderson Brothers provided that no better bid is received before February 27, 2018.

*Motion:* Trustee Robinson

*Second:* Trustee Salton

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

All the “small” fixes at the WWTP have resulted in good results. GHD is working on engineering study, to catch up with the Headworks project for submitting the grant application. Trustee Salton asked who will write the grant and application process, Superintendent of Public Works Cross will check into it.

10. **Report of the Clerk & Treasurer Mangione:**

Clerk & Treasurer Mangione was absent but submitted FYE2018 revenue summary. Mayor Woodard reported sales tax revenues have increased throughout the Tompkins County.

**Resolution #8133**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights: the Village of Cayuga Heights Board of Trustees approves Abstract #09 for FYE2018 consisting of TA vouchers 88 - 100 in the amount of \$17,974.40 and Consolidated Fund vouchers 607-699 in the amount of \$274,495.35 and the Treasurer is instructed to make payments thereon.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

Superintendent of Public Works Cross, would like to have the Court Room floor contractor paid with Abstract 10; after March 1, 2018 in the amount \$2313.00.

**Resolution #8134**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the payment to Ungleich Hardwood Floors before the March 19, 2018 Board of Trustees Meeting.

*Motion:* Trustee McMurry

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

Choose an agenda item.

11. Report of Attorney Marcus: The County had 30 days to respond to our proposed Zoning Law. The County did response and their position was the same, however the Board should ratify the adoption Zoning Law as presented on February 6, 2018

**Resolution #8135**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the ratified adoption of the current Zoning Law as written and presented on February 6 2018.

*Motion:* Trustee Salton

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried

12. **Executive Session**

**Resolution#8136**

WHEREAS: The NYS Open Meeting Law §105 prescribes matters for which a public body may conduct an executive session; and,

WHEREAS: Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered; and,

WHEREAS: The conduct an executive session for these enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

THEREFORE, BE IT RESOLVED THAT: An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for the purposes of subsections (f) the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

*Motion:* Trustee Robinson

*Second:* Trustee Marshall

*Ayes:* Mayor Woodard; Trustees: Marshall, McMurry, Robinson, and Salton

*Nays:*

*Abstentions:*

Motion Carried