

Minutes  
17, 2020

Zoom Meeting ID # J92811318332

VILLAGE OF CAYUGA HEIGHTS

BOARD OF TRUSTEES  
MONTHLY MEETING

Wednesday, June

7:00 p.m.

**Present:** Mayor Woodard; Trustees: Biloski, Marshall, McMurry, Rennekamp, Robinson, and Salton; Police Chief Wright; Village Engineer Cross; Director of Public Works Wiese; Clerk Walker; Attorney Marcus. Absent Treasurer Mangione

**1. Call to Order:** Mayor Woodard calls the meeting to order at 7:00 p.m.

**2. a. Approval of Meeting Minutes: May 20, 2020 (Exhibit 2020-188)**

**Resolution # 8638**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the May 20, 2020 meeting minutes as presented.

*Motion:* Trustee Marshall

*Second:* Trustee McMurry

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

*Nays:* none

*Abstentions:* none

**Motion Carried**

**3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2020-189)**

•Fire superintendent Tamborelle states that movie night will not happen this summer due to the COVID-19 restrictions.

**4. Privilege of the Floor: No members of the public wish to speak**

**5. Report of Treasure Mangione: Submitted Report (Exhibit 2020-190)**

•Treasurer Mangione was absent from this meeting.

**Abstract # 13**

**Resolution: 8639**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves Abstract #13 for FYE2020 consisting of Consolidated Fund vouchers 866 – 928 in the amount of \$ 664,318.88 and TA vouchers 123- 125 in the amount of \$1,763.07 and the Treasurer is instructed to make payments thereon.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

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

*Nays:* none

*Abstentions:* none

## **Motion Carried**

### **Abstract # 1**

#### **Resolution: 8640**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves Abstract #1 for FYE2021 consisting of TA vouchers 1 – 2 in the amount of \$13,649.34 and Consolidated Fund vouchers 1 - 39 in the amount of \$369,121.53 and the Treasurer is instructed to make payments thereon.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

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

*Nays:* none

*Abstentions:* none

## **Motion carried**

### **6. Report of Mayor Woodard:**

**a. LED Update and buyout:** Mayor Woodard developed a Microsoft Excel spreadsheet categorizing the types of LED lights proposed and where the streetlights are located.

- Mayor Woodard states that, NYPA has proposed a 3,000-k fixture with a wide distribution light. The wider distribution of light will cover the street and sidewalks.
- Trustee Marshall states that he understood the narrower distribution light fixtures to be the default selection for narrow less traveled roads. He further states that the village is a rural Village and wide distribution light fixtures reflect more of a suburban design.
- Mayor Woodard states that after the Board makes a decision on the type of fixtures then the Village will hold a public meeting to collect feedback from Village residents.
- NYPA will be installing technology for each fixture to have the capability to be dimmable.
- Trustee Salton would like to know what the mechanism is for any issues that come up. Mayor Woodard states that anything can be addressed by NYPA.
- Samples of a 3,000 k and 4,000 k will be sent to the Village Board by the next Board of Trustee Meeting in July.
- Trustee Salton and Trustee Marshall would like to see what a 2,700-k fixture looks like compared to the 3,000-k fixture. Mayor Woodard states that 2,700 k fixtures are not readily available, and we have to buy the light facilities by the middle of July from NYSEG.
- Originally the NYSEG buyout of the Village streetlight facilities was built into a financed contract. Mayor Woodard would like to avoid financing the buyout of the streetlights and pay the \$183,508.00 directly from the general fund.

**Resolution: 8641**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees authorizes and approves the payment from fund balance to NYSEG for the purchase of the streetlight facilities in the Village of Cayuga Heights in the amount of \$183,508.00.

*Motion:* Trustee McMurry

*Second:* Trustee Biloski

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

*Nays:* none

*Abstentions:* none

**Motion carried**

- Board members have canvassed the Village and have submitted suggestions for areas that might need more lighting.
- Chief Wright states that we need to remember that adequate lighting is about public safety and proper lighting is a deterrent for crime.
- Mayor Woodard states that to move forward with NYPA’s contract the Board will need also to authorize Mayor Woodard to sign an Authorization to Proceed Agreement which will create a formal customer project commitment. (Exhibit 2020-191).

**Resolution: 8642**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the NYPA Authorization To Proceed document June 18<sup>th</sup>, 2020dated containing the routine maintenance financial obligation and non-routine maintenance budget recommendation in the combined amount of \$16,816.13.

*Motion:* Trustee Robinson

*Second:* Trustee Marshall

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

*Nays:* none

*Abstentions:* none

**Motion carried**

**b. Bicycle Pedestrian Committee Apointment:** Village Forrester and Planning Board Chair Fred Cowett would like to remove himself from the Bicycle Pedestrian Committee. Mayor Woodard would like to appoint Village resident Matthew Johnston to that committee.

•Trustee McMurry states that Matt Johnston has a lot of experience as a city planner and has served on the City of Ithaca Planning Board for 5 years. He will be a great asset to the Village and possibly other boards.

**Resolution: 8643**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees authorizes and approves the appointment of Matthew Johnston to the Village Bicycle Pedestrian Committee.

*Motion:* Trustee McMurry

*Second:* Trustee Marshall

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

*Nays:* none

*Abstentions:* none

**Motion carried**

•Mayor Woodard states that she would also like to appoint Trustee Meloney McMurry to replace former Trustee Friend on the Village Public Safety Committee.

**Resolution: 8644**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees authorizes and approves the appointment of Trustee McMurry to the Village Public Safety Committee.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

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

*Nays:* none

*Abstentions:* Trustee McMurry

**Motion carried**

**c. Police Cameras:** The Village Public Safety Committee will meet this month to begin a discussion regarding the implementation of a police body camera program.

•Trustee Salton states that this is a timely thing to discuss, and it is appreciated and valuable that we bring this to the Public Safety Committee to produce a recommendation for the Board.

•Chief Wright states that his profession has changed drastically in the last few months and believes that discussion on body cameras should be revisited.

**7. Report of the Trustees:**

•Trustee Salton states that the Greater Tompkins County Municipal Health Insurance Consortium is discussing a possible premium relief credit for municipalities at the end of their fiscal year, December 2020.

- Trustee Biloski states that the Ithaca City School District is surveying parents about a modified school year this coming fall.

### **8 . Report of Police Chief Wright: Submitted Report (Exhibit 2020-192)**

- Police Chief Wright states that most arrests this month were traffic related.
- Range training will start back up this month and that will increase part-time hours.
- Police Chief Wright informs the Board that the police department has reviewed the new NYS Police Reform and Reinvention Collaborative and he is confident the Village of Cayuga Heights Police Departments policies and training are already in place and up to date.
- Mayor Woodard states that the Village is very fortunate that the culture of the Village is community policing. She is appreciative of the caliber of our police department.
- Trustee McMurry asks Chief Wright to elaborate on the bicycle accident in his report. Chief Wright stated that it was a single bicycle going west on Wyckoff and hit a manhole cover wrong and fell off. The cyclist was transported for medical evaluation and released. The department returned his bike the next day.

### **9. Report of Director of DPW Wiese: Submitted Report (Exhibit 2020-193)**

- Director Wiese states that they have completed to door overhang at DPW.
- An air conditioner will be installed at the 825 Hanshaw Road house next week and a roof mid-July.
- The “Don’t block the box” road signage on Pleasant Grove Rd in front of CHFD was painted.
- Director Wiese states that they there are 3 pick-up trucks that need to be declared as surplus and sent to auction.

### **Resolution # 8645**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees hereby declares (2) 2014 Ford F-250 pick-up trucks VIN # 1FT7X2B65EEA61166 & 1FTBF2B65EEA61150 and (1) 2009 Ford F-250 Vin # 1FTSF21R39EB12288 as surplus and authorizes the sale at auction in August of 2020.

*Motion:* Trustee Salton

*Second:* Trustee Biloski

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

*Nays:* none

*Abstentions:* none

- Director of Public Works Wiese will be addressing brush in the right of way and lawn maintenance going forward in the Village by giving an official violation notice.
- Trustee Robinson states that the violation procedures should begin a week after the 30-day notice.

- Director Weise just informed the Board that the State of New York has declared June 19<sup>th</sup> as a state holiday. Clerk Walker will look into the order and report back to Mayor Woodard on the exact language and provide an update.

- Clerk Walker states that the Clerk's Office will be closed on July 3, 2020 in observance of the July 4, 2020 holiday.

### **9. Report of Village Engineer Cross: Submitted Report (2020-194)**

- B.Cross states that the grant opportunities from NYS on Infill and Infiltration ("I & I") are not going to be offered this year, however the Town of Ithaca is still moving forward with purchasing I & I meters. Based on the Remington Road by-pass study and ongoing in I & I studies, B. Cross proposes engaging the engineering services of T.G. Miller P.C. (Exhibit 194) to measure I&I in the Village by utilizing meters installed by the Village of Lansing and software developed by the City of Ithaca.

- Mayor Woodard states that it is imperative to resolve the I & I issues affecting our Wastewater Treatment Plant.

- B. Cross states that the Village is completed roughly 25 sump pump inspections and no illegal connections have been found.

### **Resolution # 8646**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign a contract with T.G. Miller Engineer in the amount of \$13,500 to provide planning/design/bidding/contract administrator and construction inspection services associated with the installation of two new sanitary sewer flow meters to be located in West Remington Road.

*Motion:* Trustee Marshall

*Second:* Trustee Biloski

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

*Nays:* none

*Abstentions:* none

### **Motion Carried**

- B.Cross states that he would like to hire Michele Palmer of Templeton Landscape Architecture & Planning to administer and manage the various grants that the Village has been awarded. (Exhibit 2020-195)

### **Resolution # 8647**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the contract with Templeton Landscape Architecture and Planning to provide

professional grant administration services at an hourly rate of \$120.00, not to exceed the sum of \$15,000 annually.

*Motion:* Trustee Robinson

*Second:* Trustee McMurry

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

*Nays:* none

*Abstentions :*none

- Attorney Marcus recommends that all contracts reflect payment of net 45 days verses the standard net 30 days due to the possibility of a Board meeting falling outside a 30-day window to approve payments.

### **Motion Carried**

- B. Cross states that the natural gas pressure regulator on the new boiler at the WWTP is causing an extreme amount of noise. The current preferred solution is to install a new gas main line to the boiler which will allow for the proper amount of pressure, B. Cross received a quote for \$2,500.00 from NYSEG for this work.

### **11. Report of Clerk Walker: Submitted Report (Exhibit 2020-195)**

- Village Clerk Walker states that the Village has collected just over \$814,858.20 in Village property taxes and residents have until July 1, 2020 to pay without penalty.

**12. Report of Attorney Marcus:** Attorney Marcus suggests that in order to more effectively notify the public of our remote (Zoom) meetings, a sign should be placed outside of Marcham Hall.

- Clerk Walker will also ask CHFD to place the announcement on their sign in front of the fire station.

- Mayor Woodard states that there will be an executive session.

### **Resolution # 8648**

**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 subsection (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: Biloski, Marshall, McMurry, Rennekamp, Robinson, and Salton

*Nays:* none

*Abstentions:* none

**Motion carried**

**Resolution # 8649**

**BE IT RESOLVED THAT:** The Village of Cayuga Heights Board of Trustees exits the Executive Session and returns to an open meeting.

*Motion:* Trustee Robinson

*Second:* Trustee Marshall

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

*Nays:* none

*Abstentions:* none

**Motion carried**

**14. Adjournment:** Mayor Woodard adjourns the meeting at 9:21 p.m.