



[Zoom Link 4118425407](#)
Village of Cayuga Heights
Board of Trustees Monthly Meeting
April 17th, 2024 7:00 p.m.

	EXHIBIT/PAGE
1. Call To Order	
a. Approval of March 20, 2024 Meeting Minutes	2025 - 006 pgs. 2-25
b. Approval of April 9, 2024 Organizational Meeting Minutes	2025 - 007 pgs. 26-53
3. Report of the Fire Superintendent Tamborelle: Submitted Report	2025 - 008 pgs. 54-55
4. Privilege of the Floor:	
5. Report of Treasurer Dolch: Submitted Report	2025 - 009 pgs. 56-57
6. Report of Mayor Woodard:	
a. Public Hearing for P.L.L B of 2024- Property Maintenance	2025 - 010 pgs. 58-64
b. AOC Budget Resolution	2025 - 011 pgs. 65-66
c. Arbor Day Proclamation	2025 - 012 pg. 67
7. Report of The Trustees:	
8. Report of Superintendent of Public Works Cross: Submitted Report	
9. Report of Police Chief Wright: Submitted Report	2025 - 013 pgs. 68-69
10. Report of Director of Public Works Wiese: Submitted Report	2025 - 014 pg. 70
11. Report of Clerk Walker: Submitted Report	2025 - 015 pg. 71
12. Report of Attorney Marcus:	
13. Adjournment	

EXHIBIT 2025 - 006

Zoom ID # 4118425407

**VILLAGE OF CAYUGA HEIGHT
BOARD OF TRUSTEES
MONTHLY MEETING**

**March 20, 2024
7:00 p.m.**

Present: Mayor Woodard; Trustees: Biloski, Hubbell, Marshall, Rennekamp, Robinson, and Salton; Police Chief Wright; Treasurer Dolch; Attorney Marcus (arrives 7:28 p.m.); Superintendent of Public Works B. Cross; Director of Public Works M. Wiese; Clerk Walker.

- 1. Call to Order:** Mayor Woodard calls the meeting to order at 7:04 p.m.
- 2. Approval of the February 21, 2024 Meeting Minutes (Exhibit 2024-142)**

Resolution: 9545

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the February 21, 2024, Board Meeting Minutes as presented.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: Biloski

Motion Carried

3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2024-143)

- Fire Superintendent Tamborelle was absent from tonight's meeting.
- The Village Board of Trustees accepts Fire Superintendent Tamborelle's submitted report.

4. Privilege of the Floor: Mayor Woodard states that Privilege of the Floor will be held at the Property Maintenance discussion. No members of the public wish to speak at this time.

5. Report of Treasurer Dolch: Submitted Report (Exhibit 2024-144)

- Treasurer Dolch states that the Feb 2024 month-end bank-to-book reconciliation is complete and has been signed off by Deputy Treasurer Rennekamp.

•Treasurer Dolch states that she along with B. Cross have a meeting with Tompkins Community Bank to discuss financing the WWTP project in the new fiscal year.

•Treasurer Dolch states that she needs a resolution approving her to sign the engagement letter for INSERO to perform the Annual Village Audit.

Resolution: 9546

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Village Treasurer L. Dolch to sign the INSERO engagement letter for the 2023-2024 Village Audit.

Motion: Trustee Hubbell

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion Carried

•Treasurer Dolch states that she has a budget modification resolution for an unforeseen expense in the sewer account.

•Treasurer Dolch states that she will need to move \$34,291.79 from the Sewer Contingency (G1990.400) to Sewer Lines Contractual (G8120.410).

Resolution: 9547

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Village Treasurer L. Dolch to move \$34,291.79 from Sewer Contingency (G1990.400) to Sewer Lines Contractual (G8120.410)

Motion: Trustee Robinson

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion Carried

•Mayor Woodard states that during the process of re-lining some Village sewer manholes the DPW staff discovered some sections of sewer pipe that had collapsed so they decided to line that section as well this resulted in an over-budget in that account.

Motion Carried

•Treasurer Dolch states that the last thing she needs approval for is Abstract 10.

Approval of Abstract 10:

Resolution: 9548

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #10 for FYE2024 consisting of TA vouchers #70-77 in the amount of \$14,915.77 and Consolidated Fund vouchers #690-772 in the amount of \$362,096.63 and the Treasurer is instructed to make payments thereon.

Motion: Trustee Hubbell

Second: Trustee Biloski

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

Nays: none

Abstentions: none

Motion Carried

6. Report of Mayor Woodard

a. Schedule a Public Hearing for Proposed Local Law B of the year 2024 – Property Maintenance Law

-Clerk Walker inserts the following correspondence received from committee members and members of the public.

My comments follow and are attached. I am sorry I am unable to attend any of the forthcoming scheduled meetings.

My comments on the proposed local Law B of the year 2024 which takes property maintenance out of Zoning and creates a new chapter of the Village’s Code to be entitled “Property Maintenance.”

My comments apply solely to Section IV Property Maintenance and not to how it will be enforced.

First, I think it is very poorly written, confusing in places, and requires property owners to refer to other documents to fully understand what it means. Because the definition of Front Yard is in the Zoning Laws doesn’t

mean someone reading this document knows what a Front Yard is. It should be included in the document. The wording should be consistent throughout the document. Do the words Lot and Yard mean the same thing? If so, use the word Yard at all times. If they do not mean the same thing, two definitions are required.

Section IV Property Maintenance

209-1. Purpose *We need to agree on the following:*

“...public health, safety, and welfare by establishing minimum standards governing the maintenance, appearance, and condition of all property in the Village of Cayuga Heights.

209-2 Definitions – *This seems a crucial part of this law and these definitions need to be agreed on before their use can be accepted and the law is written.*

Where is the definition of a front yard?

(All definitions need to be spelled out in this document and not somewhere else such as Zoning law. A homeowner shouldn't have to do lots of research to find out what they can and can't do to their property.)

209-2 B. Meadows definition is needed.

C. & D. link needs to be provided to NY State and Tompkins County definitions of weed. One person's weed is another person's wildflower or culinary treat.

Property owners need to easily be able to get information about what plants, grasses, ornamentals, etc. are indigenous to this area or not.

Why doesn't planned natural landscaping include gardens?

H. Unmanaged plant growth

What is the definition of other offensive vegetation?

May I grow dandelions and hairy bittercress in my vegetable garden because I like eating them?

H.4 What is the definition of the protective buffer area

H.5 Can my entire yard be planned with natural landscaping as long as it does not exceed my property lines

209-3 Maintenance of exterior lots.

I assume the exterior lot means the yard. Terminology needs to be consistent throughout the document. Is a lot a yard or any area with no building on it? See B (2) below.

A (5) Accumulation of stormwater – where does flooding come into this?

A (6) Sources ofrodents – Does this include Groundhogs living under garden sheds and back and front porches?

B (2) in any front yard (as "front yard" is defined in the Village of Cayuga Heights Zoning Law) of any lot: This implies that the yard is not the same as the lot. Please explain.

B (2) (a) how long can unstacked firewood remain in the front yard and why does firewood have to be stacked to remain in the front yard

B (2) d, e & f what is the definition of an unimproved surface

B (2) h What is wrong with a meadow in a large yard such as at Kendal and many other front yards in the village? (These currently require heavy weed killing and fertilizer to maintain pristine green lawns as advocated by Fred Olmstead and eventually result in weed killer and fertilizer flowing into the Lake.

209-3 C (2) (a) what does the following mean (a) man-made improvements or structures (including driveways and parking areas that are paved or made of concrete, but not including gravel driveways or parking areas),

And (h) any area on which has been allowed to grow wildflowers, noxious weeds, or unmanaged plant growth, (i) any gravel driveway or parking area, and (j) any area occupied by a driveway, parking area, path, or patio that is constructed with slabs of rock placed at grade, each of which is aligned with the adjacent rock.

The whole of section 209-3 C(2) is confusing and needs to be rewritten, so we know what you are talking about. Is a gravel driveway unimproved? What is meant by slabs of rock placed at grade? What is wrong with wildflowers if cultivated flowers are allowed? Do wildflowers become cultivated flowers if one plants them in a garden? Etc.

C (3) drainage systems – does this apply to Public Works as well as property owners?

Additional Comments

This law appears to apply only to front yards but what about side and backyards when they impact neighboring yards? And what about side yards on a corner?

Are there going to be any controls regarding invasive species such as Japanese Knot Weed which requires constant control and if one's neighbor doesn't also control it, this plant is impossible to eradicate? We are also experiencing spread, throughout parts of the Village, of lesser celandine. Can I require my neighbor to control these weeds in their yard so that I can control them in mine?

Sally

Sally Grubb

Hi folks,

I agree with the suggestion to include front and yard definitions in the law to make this more user-friendly.

I see our definition of native plants is restricted to those native to Tompkins County. This seems too strict. Bea, would it be appropriate to scale that up to the Finger Lakes Region or New York State?

Also, I'm wary of a law that specifically restricts a native vegetation type (meadow, as defined in this draft), particularly at this time when much attention is focused on the sustainable properties of native vegetation. I believe the Village can achieve its goals by restricting unmanaged plant growth (as already included in the law) without including "meadow" in the law at all.

--Geri T

Dear Linda and all,

I continue to think we need to include front and back yard in our lists of definitions; having pulled in the definition of street right of way, doesn't that make sense?

And I don't understand the wording in the final two lines of the meadow definition. Is it necessary to qualify woody plants?

Meadow means an open habitat or field, 0.1 acre or larger, often moist, and low-lying, composed of one or more herbaceous plant communities consisting mainly of grasses and other non-woody plants, with woody vegetation frequently being present but not dominant, native to, or adapted to, the State of New York, not including noxious weeds.

with thanks,
Bea

I finally got a break to look at this. Sorry. Here are my concerns for the next draft.

Definition of meadow

"..., ~~often moist and low lying~~, composed of one or more herbaceous plant communities consisting mainly of grasses and other non-woody plants, with woody vegetation frequently being present but not dominant, native to, or adapted to, the State ~~if~~ of New York, not including noxious weeds."

So long as “adapted to” is left in, this would cover regional natives without having to specify regions.

Native definition

“...native to or naturalized to Tompkins County, New York....”

Very tricky. Native means native not naturalized. And the county is appropriate. Again, so long as what is allowed specifies “plants native to the New York region”, that will work.

29.3 A(2) says to me that I can’t leave dead limbs on trees in case someone wanders “in the vicinity thereof”. We decided against this several times. Same with 29.3 (3) Change that person “in the vicinity thereof” to persons “in the public right of way”.

29.3 A(4) Are contracted workers included in "used by persons having access to such premises"? if so, can you not have dog poop anywhere in your yard?

20.3 C(2) Meadows are not specifically excluded, and they should be. So far, the term meadow has only been used in a negative sense – to exclude them from front yards. Why can’t the phrase

“...but not including gravel driveways or parking areas), (b) trees or shrubs, (c) ornamental grasses, such as any variation of fountain grass, and groundcovers (d) vegetable gardens and rain gardens, nor...”

Be changed to "... (d) gardens and other planned natural landscaping"? Especially since fountain grass is given explicit blessing despite many fountain grasses being invasive.

Hi,

I am unable to attend the BOT meeting but would like to provide feedback regarding the draft code changes. Specifically, the definition of “front yard” should be updated to reference Section 305-19 which would utilize the uniform setback rules already set forth for a shed. Section 305-19 would require brush piles be placed with 25 feet of their property line which should accomplish the notion sought after by the village. The more general definition of “front yard” in Section 305-5 would require brush piles to be placed no closer than where each individual house sits. This would be an undue burden for homes that sit far back from their property lines and also would create inconsistency with the setback rules for sheds.

Thanks---

Geoff Callander

To the honorable Mayor Woodard,

Mayor I write to you today in regards to the proposed local law B of 2024 for Cayuga Heights, aka, Property Maintenance law.

I hope that this message can be entered as part of the privilege of the floor, if this is the wrong format I ask that you please direct me to the correct forum.

Let me first send my regrets as I am unable to appear before the board for our March 20th session to deliver these remarks in person, my grandmother who I live with was just admitted to Hospice and requires intensive care which demands my complete time.

I believe that we can all agree that property maintenance is a critical aspect of village life and that setting the bar correctly helps us keep the balance of our “rural suburban” community feel. I commend you on your efforts to strike a balance between voices demanding laws that push us to highly manicured and completely wild outdoor spaces.

My main ask for this evening, and one that I believe you’ve already indicated that you’ll pursue, is that we have a dedicated public discussion about this law as it’s being lifted out of the zoning ordinances. Aside from holding the meeting I’d ask that you and the board both ask for and encourage public input on the process by announcing the meeting in the village eNewsBlast and on social media.

More generally on the law itself, I’d ask yourself and the board to consider if the more highly specific items that are being outlawed in the newly added text of the law are actual systemic issues that exist in our village and thus need to apply to our entire community or if the law is targeting specific properties. Please consider rejecting any clauses which restrict a homeowner actions or property usage based on cosmetic considerations alone.

Thank you for your time and consideration,

Your neighbor and constituent,

-Jake Gribschaw

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- Committee member R. Parker states that she feels that many of the points that they worked out got twisted as the committee got into developing legal definitions. There is still a lot of work to be done on definitions.
 - Mayor Woodard states that the task force has been utilizing definitions taken from the National Wildlife Federation Guide to Passing Wildlife-Friendly Property Maintenance Ordinances.
 - R. Parker states that we cannot use the term native plant as native or naturalized to a region. She suggests we change the language associated with that and find another workable term. She also suggests that the language used in this draft representing “in the vicinity” needs to be clarified. It should state in the public right of way.

- Village Attorney R. Marcus states that all those suggestions are helpful, and the language put into this draft was intended to reflect the committee's suggestions.
- Committee member G. Tierney states that this law wants to encourage the intentionality of management of vegetation, and we should stick to the term's nature landscape and unmanaged vegetation and remove meadow from this law and regulate that.
- Mayor Woodard asks if the definition of Meadow fits into this draft.
- B. Szekely states that we might want to leave Meadow in since it is such a commonly used word for a type of landscaping.
- Mayor Woodard states that she believed strongly that the definition of a front yard should be mentioned in multiple locations and show other areas in the Village Zoning law where this definition is found.
- B. Szekely states that Planning Board Chair F. Cowett is in favor of keeping those definitions the same in both this proposed stand-alone law and the Village Zoning Law.
- Village resident E. Mount asks the Board if they could give a summary of how this proposed law came about.
- Mayor Woodard states that last summer we had several people who didn't mow their laws and the Village issued several violations. Some complied but others stated that they were developing a Meadow or other types of landscaping. She then formed a committee to develop a property maintenance law outside of the Village Zoning Law.
- Mayor Woodard states that there is a misconception about our local laws, if something is not listed in our law then it is prohibited. The goal of this proposed local law is to relax what is allowed versus tighten the restrictions.
- Committee member R. Janis states that there are two questions that this boils down to. 1. What are you doing with your property, 2. Where are you doing it? If we have clear definitions, then we will be a little closer to having something manageable.
- S. Garner via Zoom reads her father's letter to the Village Board of Trustees.

My name is Lowell Garner, and I reside in the Village of Lansing. I wish to provide feedback on the proposed public law concerning property maintenance. My interest stems from being a property owner in a neighboring village and wanting to support my friends in Cayuga Heights who seek more natural landscapes. While I hope many will discuss the benefits tonight, I seek to convey that this law might lead to

more problems than it solves.

I appreciate your effort to consider various viewpoints, but some of the definitions concerning terms like "weeds," "planned and intentional," and "offensive" are not only problematic but seem to suggest bias from the outset toward a manicured village. The problem arises because the law exempts lawn areas with planned and natural landscapes from the 10-inch mowing requirement, while it applies to what you define as unmanaged plant growth, including weeds (not just applied to invasives) and other potentially offensive vegetation.

Having taken an in-depth course on weeds a few years back at Cornell taught by Professor Toni DiTomasso, we devoted the entire first lecture to defining weeds. Essentially, a weed is a plant that is considered undesirable in a particular context it is subjective. Is the coltsfoot with the April flower a weed? How about the dandelion? Or maybe you love trout lilies if you're lucky enough to get a flower or two, otherwise, they look like heck to some people. Perhaps you like bird's-foot trefoil for the impossible areas that won't grow grass or the forever creeping purslane with their tiny white flowers or purple henbit. None of the examples are on the noxious weed list or are particularly tall to require mowing, but if you happen to live next to someone who loves them and you don't, you may have to use more Roundup if you are willing to do so.

But what about a "weed" that would require mowing, taller than 10"? Do you like the violet-flowered chicory or the maligned goldenrod mixed in with some Queen Anne's lace? I think you get my point. I find none of the species that I mentioned offensive, but I bet there are a lot of people here who do. And to complicate matters further you are expecting the code officer to be the judge and jury.

Finally, the term "planned and intentional" warrants scrutiny. Using my property as an example, it may appear unmanaged from the roadside, but I argue that it is quite intentional. While I may mow certain areas in May, I refrain from doing so in June to provide cover for nestlings of nearby nesting birds and other animals. This approach supports a diverse range of wildlife and insects, which brings me immense pleasure to be a part of. Although it may seem unmanaged during the initial few seasons it takes to become established do many landscape redesigns- biodiversity ensures the area's maintenance far more effectively than my efforts.

In conclusion, I believe that enacting and enforcing this law may lead to unforeseen challenges. Thank you for your time and consideration.

•Trustee Salton states that he has seen the committee make a lot of progress. He would like to see some clarification of the penalty section of this proposed local law.

- Trustee Salton states that in section 209(4) Penalties D the language is made out to say that there will be a civil and criminal assessment for these violations.
- Village Attorney R. Marcus states that is a mistake and should not have been carried over into this draft.
- Trustee Salton states that the goal here is to have a rule that allows people to be heard and allows people to work with the Village Code Enforcement Officers in a friendly way to add clarity to what is allowed or not allowed with property maintenance.
- Mayor Woodard states that she would like to schedule a Public Hearing at the April 17, 2024, Board Meeting, hold another Property Maintenance Committee Meeting followed by a public input meeting and if we need to carry the Public Hearing into May we will.
- Trustee Salton states that he would like to generate the purpose and intent section of this proposed local law.
- Committee member R. Janis states that the Village also needs to be clear and precise on what is the difference between negligence and neglect. The burden needs to be on the property owner.
- A Village resident states that her concern is not just lawns, but with "stuff" lying around yards that makes things look unsightly and will this law address these issues as well?
- Mayor Woodard states that yes, we are addressing those issues as well.

Resolution: 9549

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing on Proposed Local Law B of the year 2024- Property Maintenance on April 17, 2024, at 7:30 p.m.

Motion: Trustee Robinson

Second: Trustee Biloski

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

Nays: none

Abstentions: Salton

- Trustee Marshall states that his concern is if there is enough time before the Public Hearing to have a final draft of this proposed local law.
- Village Attorney R. Marcus states that depends on when the committee can finalize these changes.
- Mayor Woodard states that they will meet on March 28, 2024, at 10:00 a.m.

Motion Carried

b. Schedule the Annual Organizational Meeting: Under New York State Village Law, the first opportunity after the Village Election the Village Board will meet to establish the positions and roles of the Village Government.

•Mayor Woodard states that she would like a resolution setting the Annual Village Organizational Meeting, a Public Hearing on the Proposed FYE 2024-2025 Village Budget as well as a Public Hearing on Proposed Local Law C of the year 2024 – Property Tax Cap.

Resolution: 9550

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule the Village Organizational Meeting for April 9th, 2024 at 7:00 p.m.

Motion: Trustee Rennekamp

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

Motion Carried

c. Schedule a Public Hearing on the Proposed Village FYE 2024-2025 Annual Budget:

Resolution: 9551

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing for the Proposed Village FYE 2024-2025 Annual Budget Village for April 9th, 2024 at 7:10 p.m.

Motion: Trustee Biloski

Second: Trustee Rennekamp

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

Nays: none

Abstentions: none

Motion Carried

d. Schedule a Public Hearing for Proposed Local Law C of the year 2024 – Property Tax Cap Limit:

PROPOSED LOCAL LAW C OF 2024
DRAFT

**A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL
LAW §3-C**

Be it enacted by the Board of Trustees of the Village of Cayuga Heights as follows:

Section 1 Legislative Intent: It is the intent of this local law to allow the Village of Cayuga Heights to adopt a budget for the fiscal year commencing in 2024 that requires a real property tax levy in excess of the tax levy limit as defined by General Municipal Law §3-c.

Section 2 Authority: This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c which expressly authorizes a local governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3 Tax Levy Limit Override: The Board of Trustees of the Village of Cayuga Heights, County of Tompkins, is hereby authorized to adopt a budget for the fiscal year commencing in 2024 that requires a real property tax levy over the amount otherwise prescribed in General Municipal Law §3-c.

Section 4 Severability: If a court determines that any clause sentence paragraph subdivision or part of this local law or the application thereof to any person firm or corporation or circumstance is invalid or unconstitutional the court order or judgment shall not affect impair or invalidate the remainder of this local law but shall be confined in its operation to the clause sentence paragraph subdivision or part of this Local Law or in its application to the person individual firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5 Effective Date: This Local Law shall take effect immediately upon filing with the Secretary of State.

Resolution: 9552

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing on Proposed Local law – C of the year 2024 on April 9th, 2024 at 7:20 p.m.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

e. Tompkins County Parks and Trails Grant Support: Each year Tompkins County Department of Planning and Sustainability awards \$5000 grant for sets of local municipalities. In the last few years, the Village of Cayuga Heights has received this grant and used it for updating Sunset Park.

•Mayor Woodard states that for the last two years, we have used that grant money for stone repointing at the park. This year if successful we will be updating the sidewalk through Sunset park.

Resolution: 9553

WHEREAS the Village of Cayuga Heights owns the property known as Sunset Park, which is a municipal park wholly located within the Village; and

WHEREAS the Village desires to improve the infrastructure of Sunset Park by repairing and repointing the existing stone structures within the park; and

WHEREAS the cost of such repair is estimated to be \$5,000; and

WHEREAS the Tompkins County Department of Planning and Sustainability is making funding available to the improvement of municipal parks and trails through the Towns and Villages Parks and Trails Grant Program.

NOW, THEREFORE, BE IT RESOLVED that the Cayuga Heights Board of Trustees supports and authorizes the submission of a grant application for up to \$5,000 to the Tompkins County Towns and Villages Parks and Trails Grant Program.

BE IT FURTHER RESOLVED that if the grant application is successful, the Cayuga Heights Board of Trustees authorizes the Village Mayor to execute the contract with Tompkins County to implement the project.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the Village of Cayuga Heights of Tompkins County, New York, this 20th day of March 2024.

Motion: Trustee Marshall

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

f. Village Annual Historians Report: Village Historian Bea Szekely presents her Annual Village Historians Report to the Village Board of Trustees.

- B. Szekely states that she would like the Board and Village staff to consider what should be done with some of the historical records that need to be archived properly either here at Marcham Hall or deposited at the Cornell University Archives Library.
- B. Szekely states that she discussed this at the NYS Conference of Public Historian's, and they suggested we find a way to keep those records in house. However, there is no suitable place to store them here at Marcham Hall.
- B. Szekely states that the other option is to turn them over to Cornell which has a climate-controlled, totally secure, world-class archive and one in which the records of the two developers of the Village already exist.
- Trustee Salton states that his concern is that at Cornell Library they have the right to go through documents and dispose of things.
- B. Szekely states that from past experiences we would be able to draft a Memo of Understanding (M.O.U) with Cornell University. She is presenting this tonight in hopes that for the upcoming new year, she can work on this arrangement.
- Trustee Hubbell states that he wonders if these records could be digitized and kept here at Marcham Hall and also stored physically at the University.
- B. Szekely states that we have digitized all records from 1921 on. The founding meeting minutes binders from 1915-1921 are kept in glass binders. The first President (Mayor) Tracey Stagg stated that those papers should be kept forever.
- The Board agrees that a resolution supporting Village Historian B. Szekely to pursue a M.O.U with Cornell University to store these valuable historical documents.

Resolution: 9554

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Village Historian B. Szekely to enter into discussions with Cornell University Archivist to store Village of Cayuga Heights historical materials.

Motion: Trustee Robinson

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion Carried

g. Glenn Galbreath and Pat Kannus Resolutions: Justice Galbreath and Village Court Clerk Pat Kannus will be retiring at the end of March. The Board presented resolutions thanking them for their service.

Resolution: 9555

**RECOGNITION OF THE PAST AND CONTINUED OUTSTANDING
PUBLIC SERVICE OF GLENN GALBREATH**

WHEREAS, Glenn has served in the U.S. Army as a First Lieutenant and taught interrogation report writing to Special Agents at the U.S Army Intelligence School; and

WHEREAS, Glenn before finishing Law School worked as a legal intern at the Legal Aid Society of Cleveland Ohio, then became a staff Attorney and later the Deputy Director of Litigation at the Advocates for Basic Legal Equality Inc. from 1976- 1986; and

WHEREAS, Glenn then came to Ithaca to start a career as the Clinical Professor of Law at Cornell University where he taught several courses and even lived on campus as a Faculty In Residence Profession from 2000-2006; and

WHEREAS, Glenn was asked to become the Village of Cayuga Heights Village Justice in 1991 and has been re-elected to this position for 33 years seeing over 1500-2500 cases a year; and

THEREFORE, The Village of Cayuga Heights Board of Trustees Village Police Department, and Village Staff publicly state their appreciation for all the years of service to this community and the professionalism and integrity Glenn has instilled in all of us with his leadership and compassion,

NOW, THEREFORE, BE IT RESOLVED, that the Cayuga Heights Board of Trustees does hereby commend Glenn for his dedication, commitment, and outstanding past and continued public service to the Village of Cayuga Heights and the community.

Motion: Trustee Robinson

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion Carried

Resolution: 9556

**RECOGNITION OF THE PAST AND CONTINUED OUTSTANDING
PUBLIC SERVICE OF PATRICA (Pat) KANNUS**

WHEREAS, Pat has served the Village of Cayuga Heights since 1993 and

WHEREAS, Pat has brought respect, honor, and integrity to her role within the Village Justice Office; and

WHEREAS, Pat quickly learned and grew in her role as the Village Court Clerk under Village Justice Galbreath; and

WHEREAS, Pat is responsible for maintaining court records and assisting Justice Galbreath in trial proceedings, preparing legal documents, completing summonses for small claims, and performing a variety of related legal clerical duties.

NOW, THEREFORE, BE IT RESOLVED, that the Cayuga Heights Board of Trustees does hereby commend Patrica (Pat) Kannus for her dedication, commitment, and outstanding past and continued public service to the Village of Cayuga Heights.

Motion: Trustee Biloski

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

Motion Carried

h. Pete Potter Resolution: Pete retired at the end of 2023 from the Department of Public Works after 16 years of service.

Resolution: 9557

**RECOGNITION OF THE PAST AND CONTINUED OUTSTANDING
PUBLIC SERVICE OF DANIEL (PETE) POTTER**

WHEREAS, Pete has served the Village of Cayuga Heights since May 2007; and

WHEREAS, Pete has brought respect, honor, and integrity to his role within the Village Department of Public Works; and

WHEREAS, Pete was quickly promoted to Motor Equipment Operator in the summer of 2007; and

WHEREAS, Pete was part of an important team that managed Village services; and

WHEREAS, Pete has consistently applied his skills to meet the standards in the Village of Cayuga Heights,

NOW, THEREFORE, BE IT RESOLVED, that the Cayuga Heights Board of Trustees does hereby commend Daniel (Pete) Potter for his dedication, commitment, and outstanding past and continued public service to the Village of Cayuga Heights.

Motion: Trustee Robinson

Second: Trustee Salton

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

Nays: none

Abstentions: none

Motion Carried

i. Jim Marshall Resolution: Trustee Marshall did not seek re-election and will be officially done on April 1, 2024.

•Mayor Woodard states that it has been a complete honor serving alongside Trustee Marshall, and he will be truly missed.

Resolution: 9558

**RECOGNITION OF THE PAST AND CONTINUED OUTSTANDING
PUBLIC SERVICE OF JAMES (Jim) MARSHALL**

WHEREAS, Jim Marshall has served the Village of Cayuga Heights with distinct honor and dedication since starting his public service in 2015 filling a vacancy for Village Trustee

WHEREAS, Jim has been a vital contributor to the Villages Public Works Committee since 2015, and served as the Village Planning Board Liaison in 2017, Ithaca Tompkins County Trans Counsel policy committee in 2022,

WHEREAS, Jim has served on the TCCOG subcommittee on Community Choice Aggregation beginning in 2018,

WHEREAS, Jim has made substantial contributions over the years to the Village Shade Tree Committee and was instrumental in the village revitalization plans for Sunset Park

WHEREAS, Jim has also served the Village as a member of the Village Wastewater Treatment Plant Committee

and he has been invaluable to the plant upgrades and decision-making process,

NOW, THEREFORE, BE IT RESOLVED, that the Cayuga Heights Board of Trustees does hereby commend Jim for his dedication, commitment, and outstanding past and continued public service to the Village of Cayuga Heights.

Motion: Trustee Robinson

Second: Trustee Hubbell

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

Nays: none

Abstentions: Marshall

Motion Carried

- Trustee Marshall states that he was grateful for the opportunity to serve on this Board. He also states that there is a lot of criticism about government these days and the team here around this table, and all the Village staff model the way a local government should be.

7. Report of the Trustees: Non-Binding Resolutions

- Trustee Salton states that for the last 2-3 years we have been receiving annual assessment increases from the County.

- Trustee Salton states that one of the things missing from the County Assessments Office is stability. Our municipality needs stability and without it, taxpayers will keep getting “socked” with property tax increases.

- Trustee Salton states that he would favor a resolution to the Tompkins County Assessments Department to halt increases and explain the reason for continued assessment increases with no justification.

- Trustee Biloski states that she would like to know what other counties do in terms of assessing properties.

- Village Attorney R. Marcus states that Tompkins County and Nassau County are the only two counties in New York State that have a county-wide assessment. Every other county in the state has a municipal-wide assessment that is by township or city.

- Village Attorney R. Marcus states that the county assessors are supposed to maintain assessments at current fair market value unless there is another method he is not aware of.

- Trustee Salton states that the Tompkins County Legislators need to get a handle on the assessor’s department and find a different way to control what is happening with our assessments. People will not be able to afford to stay in their homes.

- Trustee Hubbell states that there must be another remedy to this problem than to object to the method the county assesses have in place currently.
- Mayor Woodard states that we need to remember that there are two parts to this equation. There is the assessed value of a property and then there is the tax rate. So even when we lower our tax rate it is not enough to offset the assessment increase.
- Mayor Woodard states that the Board is considering passing a resolution stating the way that assessments are being done is not fair.
- Trustee Hubbell states that he wants to know how we expect to keep services and run a sound government if we do not bring in enough money. We would have to raise taxes. That is the same thing.
- B. Cross states that the Village properties received assessment increases the smallest increase was 42% and another was 120% which seems very strange.
- B. Cross states that another way of looking at it is if my house was worth \$1,000,000 as told by the assessor's office that would be great from an asset value but that doesn't mean I have the ability with my income to support the taxes with that new assessment.
- Trustee Marshall states that the Village was in a unique position during COVID, but it is clear to me that there is a variety of increases, and he has personally seen smaller percentages that we are talking about here.
- Newly Elected Trustee S. Conway states that if you bought a home recently you bought it at a higher price, but the market has a way to evening it out over the years. Ultimately the Board has the final say in determining what the taxes are going to be.
- Trustee Marshall points out that we will be paying more because the Village of Cayuga Heights values are so much higher than the rest of the County.
- Trustee Salton states that the County Assessment Office needs to find a way to be more efficient and not increase assessments so often.

8. Report of Superintendent of Public Works Cross:

- B. Cross states that the Village Wastewater Treatment Plant (WWTP) Phase 2 is getting close to completion. We currently need to approve a change order for the general contractor Blue Heron Construction.
- B. Cross states that when the digester tank covers were removed it became clear that little shelves called corbels needed to be replaced and that was not built into the original contract.

Resolution: 9559

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the Blue Heron Change order #G-004 for Phase 2 of the General Contractor in the amount of \$28,276.00.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

•B. Cross states that recently he became aware that Howard LaFever who was the partner in the original Stearns and Wheeler Engineering Firm and now with GHD Engineering is retiring. He has been involved with some level of every WWTP project the Village has completed.

•B. Cross states that he will be attending the luncheon on Friday and present a resolution honoring him.

Resolution: 9560

**BY THE VILLAGE OF CAYUGA HEIGHTS BOARD OF TRUSTEES
TO HONOR HOWARD LAFEVER FOR CONTRIBUTIONS TO VILLAGE WWTP**

WHEREAS, Howard LaFever has been a long-time employee/partner of GHD Engineers (formerly known as Stearns & Wheeler, LLC), and

WHEREAS, Howard has been the senior staff person for GHD/S&W on several projects involving sewer collection and sewage treatment in the Village of Cayuga Heights, including drafting of a new sewer use ordinance, evaluation of a headworks study, guidance through an 6 party inter-municipal sewer agreement with associated environmental impact study, expansion of two trickling filters, addition of tertiary phosphorus filtration, replacement of the entire WWTP headworks, reconstruction of primary/secondary sludge digestors and miscellaneous studies of inflow and infiltration, and significant industrial discharges, and

WHEREAS, Howard has always provided guidance to the Village (including his staff) positively and thoughtfully throughout all aspects of his involvement with Village projects, and

WHEREAS, the Village has benefited tremendously from his long-time engineering and construction knowledge, and

WHEREAS, the Village has become aware of Howard's upcoming retirement,

THEREFORE, BE IT RESOLVED THAT The Village of Cayuga Heights Board of Trustees is hereby grateful

to Howard LaFever for his over 40 years of dedicated guidance and advice on all things related (listed above and more) to the Village's sanitary sewer collection system and wastewater treatment plant, and The Village Trustees and Staff want to wish Howard a long and enjoyable retirement, wherever it may take him!

Motion: Trustee Robinson

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion Carried.

9. Report of Police Chief Wright: Submitted Report (Exhibit 2024-154)

- Chief Wright states that he has two updates for the Board tonight. One, the patrol room and Sergeant Manning office remodel are completed. The department is appreciative of the ability to update the department. Two, the department is ready to move forward with interviews for two part-time vacancies.

- Trustee Hubbell states that he would like to know more about the MVA at the Kline Rd. intersection.

- Chief Wright states that there have been several at that intersection, the two MVAs that happened this month were related to note-using care when entering or exiting that intersection.

10. Report of Director of Public Works Wiese: Submitted Report (Exhibit 2024-154)

- Director Wiese states that it was a somewhat quiet month. The crew only had 20 hours of overtime for snow this month.

- Director Wiese states that he plans on hiring a seasonal worker for the summer and he also has a Motor Equipment Operator vacancy that is up on the Tompkins County Human Resources page right now in hopes of finding someone by June.

- Trustee Robinson states that the Kline Rd By-Pass had to be opened because of the amount of rain that had fallen. There is a chance we might exceed our daily limit and therefore we decided to use the By-Pass and send some sewage to the IAWWTF.

11. Report of Clerk Walker: Submitted Report (Exhibit 2024-155)

- Clerk Walker states that he neglected to ask for a resolution at the February Board Meeting approving the Village Justice Annual Report as presented by Justice Galbreath.

Resolution: 9561

NOW, THEREFORE, BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the Village Justice Report for 2023 as presented by Justice Galbreath at the February 21, 2024, Board of Trustees Meeting.

Motion: Trustee Salton

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

Motion Carried

•Clerk Walker states that he also has received an email from the Tompkins County Assessment Office notifying the Village that New York State will be updating the property tax reduction for senior citizens and people with disabilities for next year.

12. Report of Attorney R. Marcus: No report at this time.

13. Executive Session: Mayor Woodard asks for an Executive session at 9:20 p.m.

Resolution: 9562

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 under 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 noaction by formal vote shall be taken to appropriate public money:

THEREFORE, BE IT RESOLVED THAT An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for 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, Hubbell, Marshall, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

•The Board of Trustees exit Executive Session at 9:22 p.m. and return to an open meeting.

Resolution: 9563

THEREFORE, BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the 2024 White Buffalo Inc. contract for services this April.

Motion: Trustee Marshall

Second: Trustee Rennekamp

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

Nays: none

Abstentions: none

Motion Carried

14. Adjournment: Mayor Woodard adjourns the meeting at 9:22 p.m.

EXHIBIT 2025 - 007

**Minutes
Marcham Hall**

**VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
ANNUAL ORGANIZATIONAL MEETING**

**Monday, April 9, 2024
7:00p.m**

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton; Clerk Walker

Call to Order: Mayor Woodard calls the meeting to order at 7:03 p.m.

1. Oath of Office: The following officials who were elected on March 19, 2024, affirmed their Oath of Office; Mayor Linda Woodard; Trustees: Jennifer Biloski, Sam Conway, Kristi Rennekamp.

2. Proposed Annual Budget FYE 2024-2025: The Village Board of Trustees were able to lower the Village Tax Rate for the upcoming fiscal year.

•Mayor Woodard opens the Public Hearing at 7:05 p.m.

•Mayor Woodard states that the final proposed budget for FYE 2024-2025

•Mayor Woodard closes the Public Hearing at 7:06 p.m.

Resolution # 9564

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of Proposed FYE 2024-2025 Annual Budget and directs Village Treasurer Dolch to certify this budget with the New York State Comptroller's Office.

Motion: Trustee Hubbell

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

3. Public Hearing on Proposed Local Law C of the year 2024 – Tax Cap: The Village Board of Trustees agreed that the difference between the tax levy limit and proposed levy exceeds the 2% cap and therefore the Village Board will have to pass this local law.

•Mayor Woodard opens the Public Hearing at 7:07 p.m.

•Mayor Woodard closes the Public Hearing at 7:07 p.m.

Resolution # 9565

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees adopts Proposed Local Law C of the year 2024 as Local Law 3 of the year 2024.

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

3. Appointments and Approvals

•Mayor Woodard appoints Trustee Richard Robinson as Deputy Mayor for the 2024-2025 Official Year.

•Mayor Woodard makes the following appointments with a motion of approval by the Board of Trustees:

•Mayor Woodard appoints Jeffrey D. Walker as Clerk for one official year. (4/2025)

Resolution # 9566

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Clerk for one official year. (4/2025)

Motion: Trustee Hubbell

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Amy Jacot as Deputy Clerk for one official year. (4/2025)

Resolution # 9567

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Amy Jacot as Deputy Clerk for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Kiersten Perkins as a part-time Deputy Clerk for one official year. (4/2025)

Resolution # 9568

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Kiersten Perkins as a part-time Deputy Clerk for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Laura Dolch as Treasurer for one official year. (4/2025)

Resolution # 9569

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Laura Dolch, Treasurer for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions:

Motion Carried

Mayor Woodard appoints Kristi Rennekamp as Deputy Treasurer for one official year. (4/2025)

Resolution # 9570

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Kristi Rennekamp as Deputy Treasurer for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Jeffrey D. Walker as Records Management Officer for one official year. (4/2025)

Resolution # 9571

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Records Management Officer for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Building Commissioner for one official year. (4/2025)

Resolution # 9572

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Building Commissioner for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Stormwater Management Officer for one official year. (4/2025)

Resolution # 9573

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Stormwater Management Officer for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Engineer for one official year. (4/2025)

Resolution # 9574

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Engineer for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Zoning Officer and Code Enforcement Officer for one official year. (4/2025)

Resolution # 9575

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Zoning Officer for one official year. (4/2025)

Motion: Trustee Hubbell

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints the law firm of Bousquet Holstein, specifically Randy Marcus as the Village Municipal Law Attorney for one official year. (4/2025)

Resolution # 9576

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of the law firm of Bousquet Holstein specifically Randy Marcus as the Village Municipal Law Attorney for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2025)

Resolution # 9577

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Beatrice Szekely as Village Historian for one official year. (4/2025)

Resolution # 9578

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Beatrice Szekely as Village Historian for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Fred Cowett as Village Forester for one official year. (4/2025)

Resolution # 9579

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Fred Cowett as Village Forester for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints George Tamborelle as the Village of Cayuga Heights Fire Superintendent for one official year. (4/2025)

Resolution # 9580

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of George Tamborelle as the Village of Cayuga Heights Fire Superintendent for one official year. (4/2025)

Motion: Trustee

Second: Trustee

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Roy Staley to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2025)

Resolution # 9581

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Roy Staley to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2025)

Resolution # 9582

BE IT RESOLVED THAT: The Board of Trustees approves the appointment Mayor Linda Woodard to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Trustees: Biloski, Conway, Hubbell, Marshall, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints herself to the Board of Directors of the Tompkins County Council of Governments (TCCOG) for one official year. (4/2025)

Resolution # 9583

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as an Alternate to the Board of Directors of the Tompkins County Council of Governments (TCCOG) for one official year. (4/2025)

Resolution # 9584

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Rich Robinson as Alternate to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Clerk Jeffrey Walker to the Greater Tompkins County Municipal Health Insurance Consortium Design Committee for one official year. (4/2025)

Resolution # 9585

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Clerk Jeffrey D. Walker to the Greater Tompkins County Municipal Health Insurance Consortium Design Committee for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Peter Salton to the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2025)

Resolution # 9586

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Peter Salton to the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: Trustee Salton

Motion Carried

Mayor Woodard appoints herself as an Alternate on the Board of Directors for the Greater Tompkins County Municipal

Health Insurance Consortium for one official year. (4/2025)

Resolution # 9587

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard as Alternate on the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Hubbell

Ayes: Trustees: Bilsoki, Conway, Hubbell, Marshall, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kristi Rennekamp to the Administration Committee for one official year. (4/2025)

Resolution # 9588

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kristi Rennekamp to the Administration Committee for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Administration Committee for one official year.(4/2025)

Resolution # 9589

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell as Chair to the Administration Committee for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints herself to the Administration Committee for one official year. (4/2025)

Resolution # 9590

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the

Administration Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Salton

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Sam Conway to the Public Safety Committee for one official year. (4/2025)

Resolution # 9591

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway to the Public Safety Committee for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski to the Public Safety Committee for one official year. (4/2025)

Resolution # 9592

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Public Safety Committee for one official year. (4/2025)

Motion: Trustee Hubbell

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Hubbell, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints Trustee Peter Salton as Chair of the Public Safety Committee for one official year. (4/2025)

Resolution # 9593

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Peter Salton as Chair of the Public Safety Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: Trustee Salton

Motion Carried

Mayor Woodard appoints Trustee Hubbell to the Public Works Committee for one official year. (4/2025)

Resolution # 9594

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Public Works Committee for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Public Works Committee for one official year. (4/2025)

Resolution # 9595

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson as Chair to the Public Works Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints herself to the Public Works Committee for one official year. (4/2025)

Resolution # 9596

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Public Works Committee for one official year. (4/2025)

Motion: Trustee

Second: Trustee

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Salton to the Wastewater Committee for one official year. (4/2025)

Resolution # 9597

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Peter Salton to the Wastewater Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: Trustee Salton

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2025)

Resolution # 9598

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2025)

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints herself to the Wastewater Committee for one official year. (4/2025)

Resolution # 9599

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Wastewater Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kristi Rennekamp as Chair to the Finance Committee for one official year.(4/2025)

Resolution # 9600

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kristi Rennekamp as Chair to the Finance Committee for one official year. (4/2025)

Motion: Trustee Salton

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Trustee Sam Conway to the Finance Committee for one official year. (4/2025)

Resolution # 9601

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway to the Finance Committee for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints herself to the Finance Committee for one official year. (4/2025)

Resolution # 9602

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Finance Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Information Technology Committee for one official year. (4/2025)

Resolution # 9603

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson as Chair to the Information Technology Committee for one official year. (4/2025)

Motion: Trustee Biloski
Second: Trustee Rennekamp
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton
Nays: none
Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Trustee Peter Salton to the Information Technology Committee for one official year. (4/2025)

Resolution # 9604

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Peter Salton to the Information Technology Committee for one official year. (4/2025)

Motion: Trustee Rennekamp
Second: Trustee Robinson
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson
Nays: none
Abstentions: Trustee Salton

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2025)

Resolution # 9605

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2025)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton
Nays: none
Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Human Resource Committee for one official year. (4/2025)

Resolution # 9606

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Human Resource Committee for one official year. (4/2025)

Motion: Trustee Robinson
Second: Trustee Rennekamp
Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints herself to the Human Resource Committee for one official year. (4/2025)

Resolution # 9607

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Human Resource Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Robinson, Rennekamp, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Climate Smart Taskforce Committee for one official year. (4/2025)

Resolution # 9608

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Climate Smart Taskforce Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Village resident Alice Wagenknecht-Wiesner as chair to the Climate Smart Taskforce Committee for one official year. (4/2025)

Resolution # 9609

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Alice Wagenknecht-Wiesner to the Climate Smart Taskforce Committee for one official year. (4/2025)

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village Clerk Jeffrey D. Walker to the Climate Smart Community Task Force for one official year. (4/2025)

Resolution # 9610

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village Clerk Jeffrey D. Walker to the Climate Smart Community Task Force for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Bilsoki, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross to the Ithaca Tompkins County Transportation Counsel and the Planning Committee of the Ithaca Tompkins County Transportation Counsel or one official year. (4/2025)

Resolution # 9611

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross to the Ithaca Tompkins County Transportation Counsel and Planning Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Counsel and the Policy Committee for the Ithaca Tompkins County Transportation Counsel for one official year. (4/2025)

Resolution # 9612

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Counsel and the Policy Committee for the Ithaca Tompkins County Transportation Counsel for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints Brent Cross as an alternate to the Policy Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2025)

Resolution # 9613

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as an alternate to the Policy Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Jenny Leijonhufvud to the Village Planning Board for a five-year term. (4/2029)

Resolution # 9614

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Jenny Leijonhufvud to the Village Planning Board for a five-year term. (4/2029)

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Matt Johnston as an alternate to the Village Planning Board for a one-year term. (4/2025)

Resolution # 9615

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Matt Johnston as an alternate to the Village Planning Board for a one-year term. (4/2025)

Motion: Trustee Biloski

Second: Trustee Conway

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself as the liaison to the Village Planning Board for a one-year term. (4/2025)

Resolution # 9616

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard as the liaison to the Village Planning Board for a one-year term. (4/2025)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Kent Hubbell to the Shade Tree Advisory Committee for one official year. (4/2025)

Resolution # 9617

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Shade Tree Advisory Committee for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Fred Cowett to the Shade Tree Advisory Committee for one official year. (4/2025)

Resolution # 9618

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Fred Cowett as chair to the Shade Tree Advisory Committee for one official year. (4/2025)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Shade Tree Advisory Committee for one official year. (4/2025)

Resolution # 9619

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Shade Tree Advisory Committee for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2025)

Resolution # 9620

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2025)

Motion: Trustee Rennekamp

Second: Trustee Conway

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Hazel Gunn to the Shade Tree Advisory Committee for one official year. (4/2025)

Resolution # 9621

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Hazel Gunn to the Shade Tree Advisory Committee for one official year. (4/2025)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard states that Justice Bergin has selected Penny Grant as her Village Court Clerk. A complete background check has been completed and she would like to start this week.

Resolution # 9622

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves hiring Penny Grant as the new Village Court Clerk to begin today at an hourly rate of \$23.57.

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9623

A. DESIGNATION OF THE VILLAGE'S OFFICIAL NEWSPAPER

WHEREAS: The Ithaca Journal has general circulation within the Village; and

WHEREAS: The Ithaca Journal is not published in the village, but the Board of Trustees determines that it is broadly distributed with in the Village; and

WHEREAS: Designation of an official newspaper is generally effective for one year.

THEREFORE, BE IT RESOLVED THAT: That the Ithaca Journal is designated the official newspaper of record for the Village of Cayuga Heights Official Year.

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9624

B. RULES OF PROCEDURE:

WHEREAS: New York State law does not establish meeting procedures for village boards of trustees; and

WHEREAS: Village Law § 4-412 provides that the Board of Trustees may determine its own rules of procedure.

THEREFORE, BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees establishes the following Meeting Rules of Procedure:

- I. **REGULAR MEETINGS:** The date, location, and time for regular meetings of the Board of Trustees is established as the 3rd Wednesday of each month at Marcham Hall starting at 7:00 p.m. as follows: Apr. 17th, May 15th, June 19st, July 17th, Aug.21st, Sept. 18th, Oct. 16th,Nov. 20th, Dec. 18th, Jan. 15th 2025, Feb. 19st 2025, March 19th 2025.
- II. **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 member of the Board of Trustees by

telephone, in person, or email at least 24 hours in advance of the meeting unless an emergency requires the meeting to be held on less than 24-hours' notice.

- III. QUORUM: A quorum of the Board of Trustees must be physically present to conduct business. A quorum is a majority of the total legally authorized membership of the body, regardless of vacancies or absences. Although a quorum is required to conduct a meeting, a majority vote of the total legally authorized membership of the body is still required to pass most measures.
- IV. EXECUTIVE SESSIONS: Executive sessions must be held in accordance with NYS Public Officers Law § 105. All executive sessions must be entered by a motion made from a properly noticed and conducted open meeting.
- V. 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 48 hours before the meeting's start time. 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.
- VI. 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.
- VII. GENERAL RULES:
 - a. The Mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides at meetings of the Board. 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.
 - d. Videoconferencing:

In compliance with Public Officers Law (POL) § 103-a(2)(a), the Board of Trustees/Planning Board/Zoning Board of Appeals (the "Board"), following a public hearing, authorized by resolution on [insert date] the use of videoconferencing as described in POL § 103-a.

The following procedures are hereby established to satisfy the requirement of POL § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under extraordinary circumstances – must establish written procedures governing member and public attendance.

1. Board members shall be physically present at any meeting of the Board unless such member is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of these procedures, the term "extraordinary circumstances" includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at

such meeting.

3. If a member is unable to be physically present at one of the designated public meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the member must notify the Mayor/Chairperson of the Planning Board/Chairperson of the Zoning Board of Appeals no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given.
4. If there is a quorum of members participating at a physical location(s) open to the public, the Board may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance by the public *shall not* count toward a quorum of the Board but may participate and vote if there is a quorum of members at a physical location(s) open to the public.
5. Except in the case of executive sessions conducted pursuant to POL § 105, the Board shall ensure that its members can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This requirement shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to extraordinary circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.
6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to POL § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such extraordinary circumstances.
7. The public notice for the meeting shall inform the public: (i) that extraordinary circumstances videoconferencing will (or may) be used, (ii) where the public can view and/or participate in such meeting, (iii) where required documents and records will be posted or available, and (iv) the physical location(s) for the meeting where the public can attend.
8. The Board shall provide that each open portion of any meeting conducted using extraordinary circumstances videoconferencing shall be recorded and such recordings posted or linked on the Board's website (<https://cayuga-heights.ny.us>) within five business days following the meeting and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.
9. If members of the Board are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the Board shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The Board shall ensure that where extraordinary circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.

10. Open meetings of the Board conducted using extraordinary circumstances videoconferencing pursuant to the provisions of POL § 103-a shall be broadcast pursuant to the requirements of POL § 103(f) and shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, “disability” shall have the meaning defined in Executive Law § 292.

11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law § 28 if the Board determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Board to hold an in-person meeting.

12. These procedures shall be conspicuously posted on the Board’s website (cayuga-heights.ny.us).

VIII GUIDELINES FOR PUBLIC COMMENT: Privilege of the Floor guidelines are as established at January 9, 2012 Board of Trustee meeting as follows.

Meetings of the Board of Trustees of the Village of Cayuga Heights take place in accordance with New York State law, for the purpose of Village governance. Meetings are convened by the Mayor or by an appointed deputy.

Discussion takes place among the members of the Board with the Village professional staff. Minutes are recorded by the Clerk. As provided in the New York State Open Meetings Law, all Board meetings are open to the public, and members of the public are welcome to attend.

Although not required by law, the Mayor and the Trustees of Cayuga Heights offer Privilege of the Floor in order to provide individuals in the audience with the opportunity to voice their opinion on Village affairs.

In the interest of expediting the flow of Village business during its lengthy meetings, Privilege of the Floor is open for 30 minutes only, ordinarily following any scheduled Public Hearings.

Fifteen (15) minutes prior to the commencement of any regularly scheduled Board of Trustee’s meeting, a sign-in sheet will be placed on a table inside the meeting room. Upon arrival, all attendees are requested to sign in, indicating if they wish to speak. The speakers may give their name and address if they choose. If a speaker does not want to provide their name, they must sign in as “Anonymous Speaker” and then they are responsible for remembering the number associated with their place on the list.

Attendees will be called to speak in the order shown on the sign-in sheet on a first come, first to speak basis.

Speakers are asked to stand unless prevented by a disability, to give their name and address if they so choose and must limit their remarks to two minutes of time. Please note that a speaker’s time may not be yielded to other speakers.

Speakers are requested to observe standards of courtesy and good taste and may be asked to terminate remarks at any time by the Mayor or another presiding officer. Audience members are asked not to engage with the speaker, or with each other.

The Village Clerk keeps time and gives notice when 30 seconds are remaining. Occasionally, Board members may ask a speaker for clarification.

Speakers are very welcome to submit their comments to the Board in writing for consideration and attachment to the meeting minutes. The minutes will include all the speakers’ names, if provided by the speaker, with a brief statement of their positions.

Although the public is only invited to speak during Privilege of the Floor, the Board may, at its discretion, allow the public to speak at other times. Speakers must be recognized by the Mayor or by another presiding officer.

Anyone with an interest in any facet of Village government is encouraged to contact the Mayor, the Board of Trustees and the Village staff through email addresses found on the

IX 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, resolution and any other matter formally voted upon and the vote thereon. Minutes must be taken for an executive session of any action 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:
 - i. Name of the Board;
 - ii. Date, place, and time of the meeting;
 - iii. 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;
 - iv. Name and title of other village officials and employees present and the approximate number of attendees;
 - v. Record of communications presented to the Board;
 - vi. Record of reports made by Board or other village personnel; and
 - vii. Time of adjournment; and signature of Clerk or person who took the minutes if not the Clerk.
- c. Minutes may contain a summary of the discussion leading to action taken but should 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 the next board meeting. Amendments to the Clerk's minutes require approval of the Board of Trustees by a majority vote.

X ORDER OF BUSINESS OF THE BOARD OF TRUSTEES:

- a. Call to order;
- b. Approval of minutes of previous meeting(s);
- c. Public comment period;
- d. Report of officers and committees (Fire, Treasurer, Mayor, Engineer, Trustees, Police, Public Works, Clerk);
- e. Report of the Attorney;
- f. Adjournment

XI 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 interferes with the meeting, the mayor may direct that the recording be stopped or undertaken in a different manner or location.

XII ADJORNMENT: Meeting may be adjourned by motion.

XIII AMENDMENTS TO THE RULES OF PROCEDURE: The forgoing procedure may be amended from time to time by a majority vote of the Board.

Motion: Trustee Biloski
Second: Trustee Conway

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton
Nays: none
Abstentions: none

Motion Carried

Resolution # 9625

C. DESIGNATING DEPOSITORY:

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;

THEREFORE, BE IT RESOLVED THAT:

Section 1. That the Board of Trustees designates the Tompkins Community Bank, Ithaca, NY as official depository for all Village funds received by the Village Clerk and receiver of taxes for the Fiscal Year June 1, 2023 – May 31, 2024, with a maximum deposit of \$6,000,000.

Sections 2. That the Clerk is authorized to notify Tompkins Community Bank of the following names to be honored on checks for the Fiscal Year June 1, 2024 – May 31, 2025 with two signatures required for each check.

Mayor Linda Woodard, Deputy Treasurer Rennekamp, Clerk Jeffrey D. Walker, Treasurer Laura Dolch

Section 3. That this resolution is effective immediately.

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

D. DESIGNATING MEETING DATES:

Resolution # 9626

BE IT RESOLVED THAT: The date, location, and time for next regular Board of Trustees meeting is April 17th 2024 at Marcham Hall, 7:00 p.m.

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9627

BE IT RESOLVED THAT: The date, location, and time for regular meetings of the Planning Board is established as the 4th Monday of the month at Marcham Hall starting at 7:00 p.m.

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9628

BE IT RESOLVED THAT: The date and time for regular meetings of the Zoning Board of Appeals is scheduled on an as needed basis (historically held the 1st Monday of the month at 7:00 p.m.).

Motion: Trustee Rennekamp

Second: Trustee Biloski

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

E. CODE OF ETHICS:

Resolution # 9629

BE IT RESOLVED THAT: The Mayor must ensure that a copy of the Code of Ethics is distributed to each officer and employee of the village. In addition, the Village Mayor must ensure that a copy of General Municipal Law §§ 800-809 is posted in each public building under the Village’s jurisdiction. Failure to either distribute or receive a copy of the local Code of Ethics does not affect an officer’s/employee’s duty to comply with the code, nor does it affect the enforcement of provisions of the code.

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

F. ADVANCE APPROVAL OF CLAIMS:

Resolution # 9630

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; and

WHEREAS: all such claims must be presented at the next regular meeting for audit; and

WHEREAS: this resolution is consistent with the Village of Cayuga Heights Procurement Policy; and

WHEREAS: the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount of Board of Trustees disallows.

THEREFORE, BE IT RESOLVED THAT:

Section 1. That the Board of Trustees authorized payment in advance of audit of claims for public utility services, postage, freights and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount of Board of Trustees disallows.

Section 2. That this resolution is effective immediately.

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9631

BE IT RESOLVED THAT: The Village of Cayuga Heights Fire Department held their elections on March 24, 2024 and The Village Board of Trustees approves the Slate of Officers for 2024-2025

Fire Chief George Tamborelle

Asst. Chief Joe Price

Asst. Chief Mikael Garrett

Asst. Chief Sophie Janowsky

Lt. Macey Chasman

Lt. Titus Pierce

Lt. Gaelan Walsh

Lt. Jacob Miller

Motion: Trustee Salton

Second: Trustee Hubbell

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard adjourns the meeting at 7:50 p.m.

EXHIBIT 2025 -008

April 15, 2024

Honorable Linda Woodard
Board of Trustees
Village of Cayuga Heights

Monthly Report March 2024

In March we finally got a small break and only ran 48 calls. We had 31 calls in the Village of Cayuga Heights, 12 calls in the Town of Ithaca and 5 mutual aid requests. There were 32 EMS calls and 16 fire responses. It was a very routine month loaded with EMS calls.

March trainings focused on different types of fire responses. We did trainings on the first five minutes after arrival. This focuses members on all the tasks that need to be completed within the first five minutes of arrival at the scene. There are many tasks that need to be completed either prior to or in conjunction with the initial attack. Water supply, hose line placement, ladder placement and scene size up are all part of that very important first five. It is amazing how quickly these tasks are accomplished with good training. We did a training on basement fires. Basement fires are extremely dangerous to members, not that all fire isn't. The basement fire shows as a heavy smoke condition with very little or no fire visible. If not sized up rapidly by the first arriving units, then the initial will attack from the door and fall through to the basement. Many years ago, we had such a fire. The fire started in the basement of the two-story home and smoldered burned in the basement for, we estimated, two days before it finally extended to the first and second floors. The initial attack team entered the entrance foyer and turned into the living room and found the floor was gone. It was an eye-opening experience. We did an EMS training on the first five minutes of the cardiac arrest call. Rapid assessment, early CPR and defibrillation and a good report to the ambulance are all critical in the first five minutes. We did have 14 members take the CPR instructor course in March. All the instructors now need to do an observed class to be fully certified.

Now that we have the budget in the final stage of approval, we have started contacting our vendors to find out timelines on delivery. Anything that is more several months out we are getting the orders placed so we are not waiting for the equipment into 2025. We have found that some of the equipment that was taking up to a year is now back to the pre Covid delivery times which is great for us.

Elections were held at the end of March. All our Chief officers are returning for another term as well as the two most senior lieutenants. We do have two new lieutenants starting this year. Both have taken all the required classes and are fully qualified for their positions. All the officers will be sworn in at the installation dinner on April 13th.

As we move through the spring we are looking forward to the summer and planning for our Movies at the Station. This will be our 6th year of Movies at the Station. It has really become something that our members and the

community look forward to.

It appears we will have a full fire station this summer. Many of our newer members are taking classes around the region this summer and have decided to stay rather than go home. This will help immensely with our summer staffing.

Sincerely,

George Tamborelle
Fire Chief/Fire Superintendent

EXHIBIT 2025 - 009

**VILLAGE OF CAYUGA HEIGHTS
TREASURER'S REPORT
April 2024**

Revenues and Expenses:

March month end bank-to-book reconciliation is complete and has been signed off by Deputy Treasurer Rennekamp. The treasurers report from Williamson is attached to this report.

Budget:

The FY June 1, 2024-May 31, 2025 budget passed at the organizational meeting on April 9, 2024. All forms related to the budget and the tax rate have been submitted to the Office of the State Comptroller. The final budget is available on the VCH website.

Approval of Abstract 11:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #11 for FYE2024 consisting of:

- TA vouchers #78-85 in the amount of \$15,391.84 and
- Consolidated Fund vouchers #773-841 in the amount of \$253,813.30

and the Treasurer is instructed to make payments thereon.

Respectfully Submitted
Laura W. Dolch
Treasurer #1

MONTHLY REPORT OF TREASURER

TO THE VILLAGE BOARD OF THE VILLAGE OF CAYUGA HEIGHTS:

The following is a detailed statement of all moneys received AND disbursed BY me during the month of March, 2024:

DATED: April 4, 2024

TREASURER

	Balance 02/29/2024	Increases	Decreases	Balance 03/31/2024
A GENERAL FUND - VILLAGE				
CASH - CHECKING	2,923,418.07	156,116.74	260,744.63	2,818,790.18
CASH - SAVING	101,641.96	3.60	40,000.00	61,645.56
CERTIFICATE OF DEPOSIT	424,108.70	1,707.09	0.00	425,815.79
NYCLASS GENERAL	286,986.91	1,274.67	0.00	288,261.58
PETTY CASH	450.00	0.00	0.00	450.00
TOTAL	3,736,605.64	159,102.10	300,744.63	3,594,963.11
CD SPECIAL GRANT FUND				
CASH	-9,528.11	21,133.79	36,133.79	-24,528.11
CASH - POLICE COMP TIME RESERV	25,369.10	0.00	0.00	25,369.10
CASH - ARPA FUNDS 2021	3,689.05	0.00	0.00	3,689.05
CASH - ARPA Funds 2022	81,558.96	0.00	19,679.91	61,879.05
CASH - JCAP COURTROOM SEATING	445.17	0.00	0.00	445.17
CASH - POL TRIAD GRANTS	2,543.25	0.00	1,278.90	1,264.35
CASH - BEAUTIFICATION SPECIAL	3,099.33	0.00	0.00	3,099.33
CASH - FIRE DEPT DONATIONS	30,177.14	0.00	0.00	30,177.14
CASH - DONATIONS FOR BODY CAME	356.82	0.00	174.98	181.84
RESERVE FOR BANK INTEREST	11,522.25	1,014.78	0.00	12,537.03
CASH - GENERAL POLICE DONATION	59,572.18	0.00	0.00	59,572.18
Garbage Truck Reserve	14,000.00	0.00	0.00	14,000.00
Water Main Reserve	0.00	15,000.00	0.00	15,000.00
TOTAL	222,805.14	37,148.57	57,267.58	202,686.13
F WATER FUND				
CASH - CHECKING	353,433.13	23,436.68	21,125.98	355,743.83
NYClass - Water	59,499.77	264.27	0.00	59,764.04
TOTAL	412,932.90	23,700.95	21,125.98	415,507.87
G SEWER FUND				
CASH - CHECKING	-2,256,820.07	2,620,207.45	190,131.48	173,255.90
NYCLASS SEWER	2,752,383.70	10,013.20	2,580,000.00	182,396.90
TOTAL	495,563.63	2,630,220.65	2,770,131.48	355,652.80
H CAPITAL FUND				
CASH - CHECKING	-636,690.57	0.00	2,640,641.25	-3,277,331.82
NY CLASS	0.00	2,582,211.58	0.00	2,582,211.58
TOTAL	-636,690.57	2,582,211.58	2,640,641.25	-695,120.24
TA TRUST & AGENCY				
CASH - CHECKING	15,225.87	171,211.58	171,831.99	14,605.46
TOTAL	15,225.87	171,211.58	171,831.99	14,605.46
TOTAL ALL FUNDS	4,246,442.61	5,603,595.43	5,961,742.91	3,888,295.13

EXHIBIT 2025 - 010

DRAFT

**VILLAGE OF CAYUGA HEIGHTS
PROPOSED LOCAL LAW B OF THE YEAR 2024**

**A LOCAL LAW TO AMEND THE VILLAGE OF CAYUGA HEIGHTS CODE TO DELETE ARTICLE
XIII, "PROPERTY MAINTENANCE"
FROM CHAPTER 305, "ZONING," AND
TO CREATE A NEW CHAPTER OF THE VILLAGE OF CAYUGA HEIGHTS CODE
TO BE ENTITLED, "PROPERTY MAINTENANCE"**

Be it enacted by the Board of Trustees of the Village of Cayuga Heights (the "Village") as follows:

SECTION I PURPOSE AND INTENT

Currently, the requirements for maintenance of property in the Village of Cayuga Heights are found in the Village's Zoning Law (specifically, Article XIII, "Property Maintenance," of Chapter 305, "Zoning" of the Village Code, the "Current Property Maintenance Law"). The Village's Board of Trustees has determined that the Current Property Maintenance Law should be substantially revised to better serve the interests of the Village's residents and officials, and to better preserve and protect the quality of life in the Village that derives from the physical and visual manner in which Village properties are maintained. This Local Law is intended to give the Village's residents and the officials who enforce the Village's laws more detailed guidance to understand what is, or is not, permitted on the exterior of a lot, and a more streamlined mechanism for enforcing those requirements. While this Local Law sets forth standards for property maintenance, in regard to planted and natural growth on any lot, the Village's Board of Trustees would like to foster vibrant, flourishing, creative and ecologically sensitive landscapes. This Local Law is intended to strike a balance between the rights of property owners to determine how their properties look while recognizing the community's shared vision of property maintenance.

In cases that a property owner may be in violation of this Local Law, this Local Law is intended to provide enforcement procedures that give the property owner adequate notice and the opportunity to discuss their situation with the appropriate Village officials. By deleting the Current Property Maintenance Law from the Village's Zoning Law, the Village will be able to implement the less procedurally complex and more expeditious enforcement provisions of this Local Law. This Local Law's enforcement terms are designed to encourage discussion between the property owner and the Village early in the process, in order that penalties may be imposed only in cases that such discussion does not resolve the issue.

The Village Board of Trustees recognizes that violations of property maintenance requirements may threaten the health, safety and welfare of Village residents, may create fire hazards, may endanger the environment and groundwater, may lead to infestation by insects, vermin or rodents, may cause depreciation of property values, and may cause a blighting effect upon the neighborhood and community. Therefore, the Village Board has determined

that such violation may constitute a public nuisance. In order to address the foregoing points, the purpose of this Local Law is to modify the Village Code to delete Chapter 305, Article XIII, and to create a new chapter that will set forth in greater detail the requirements for property maintenance.

SECTION II AUTHORITY

This Local Law is enacted pursuant to the grant of powers to local governments provided in Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provision of the New York State Constitution and not inconsistent with any general law relating to its property, affairs, government or other subjects provided for in said Section 10 of the Municipal Home Rule Law.

SECTION III DELETION FROM THE VILLAGE CODE OF ARTICLE XIII, "PROPERTY MAINTENANCE," OF CHAPTER 305, "ZONING"

Article XIII, "Property Maintenance," of Chapter 305, "Zoning," of the Village Code, is hereby deleted in its entirety.

SECTION IV ESTABLISHMENT OF VILLAGE CODE CHAPTER 209, "PROPERTY MAINTENANCE"

Chapter 209

PROPERTY MAINTENANCE

§ 209-1. Purpose.

The purpose of this chapter is to protect the public health, safety and welfare by establishing minimum standards governing the maintenance, appearance and condition of all property in the Village of Cayuga Heights. The further purpose of this chapter is to ensure compliance with all provisions of this chapter by providing equitable, expeditious and effective administration and enforcement and to provide for penalties for violations of this chapter.

§ 209-2. Definitions.

For the purposes of this chapter, the following terms shall have the following definitions. In the event of a conflict between a definition provided below and a definition of the same term or word elsewhere in the Code of the Village of Cayuga Heights, the definition provided below shall provide the meaning and govern the use of such term or word in this chapter of the Code.

- A. **Front yard means**, as defined in the Village Zoning Law, the yard between the front lot line and the front facade of the principal building, extended from each rearmost exterior corner of the front façade, parallel to the front façade, to the adjacent side lot line. In addition, any yard that abuts a public or private

street shall be considered a front yard for the purposes of this chapter; as a result, any corner lot, and any other lot with frontage on more than one public or private street, shall have a front yard adjacent to each street.

- B. Garden means a cultivated area dedicated to growing vegetables, fruits, annual and/or perennial plants, ornamental grasses and/or ground cover in a well-defined location.
- C. Lot means, as defined in the Village Zoning Law, any area of land bounded by property lines which is not divided into parts by a public street or railroad. Each part of any area so divided by a street or railroad is considered an individual lot.
- D. Meadow means an open habitat or field, 0.1 acre or larger, composed of one or more regionally native herbaceous plant communities, consisting mainly of grasses and other non-woody plants not including noxious and/or invasive weeds.
- E. Environmentally sensitive areas include areas with steep slopes, streams, wetlands, drainage swales and protective buffer areas.
- F. Native plants means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses) and forbs (flowering broadleaf plants) that are regionally native. Native plants do not include noxious weeds.
- G. Noxious weeds means any plant listed or otherwise identified, but not limited to, on a list of invasive species by New York State or by Tompkins County as being a weed.
- H. Ornamental grasses and groundcovers means species used for such purposes but does not include turf grasses or noxious weeds.
- I. Planned natural landscaping means intentional and maintained plantings of regionally native species. Planned natural landscaping does not include any species of turf grasses and is not intended to allow a property owner to ignore lawn care, or any other property maintenance requirements.
- J. Street right-of-way means, as defined in the Village Zoning Law, the lands under and bordering the travelled portion of a public street, road, or highway owned and maintained by the Village, to the width owned by the Village or otherwise as prescribed by applicable law.
- K. Rain garden means a garden composed of regionally native plants that is designed not only to aesthetically improve properties, but also to reduce the amount of storm water and accompanying pollutants from entering streams, rivers and lakes.
- L. Unmanaged plant growth means any grass, hay, noxious weeds, brush or other vegetation which has grown to a height of over ten inches but does not include:
 - (1) Gardens and rain gardens, ornamental grasses and ground covers;
 - (2) Plants located on agricultural land;
 - (3) Plants located on shoreland within 35 feet of the ordinary high-water mark;
 - (4) Plants located within environmentally sensitive areas such as steep slopes, drainageways, stream and wetlands, and protective buffer areas; or
 - (5) Planned natural landscaping that is wholly contained within the parcel on which it is planted and maintained.
 - (6) Environmentally Sensitive areas
- M. Yard means, as defined in the Village Zoning Law, an open space on the same lot with a building, unoccupied and unobstructed from the ground upward except as otherwise permitted under applicable law.

§ 209-3. Maintenance of Yards.

A. The owner of any lot in the Village shall be responsible for maintaining the yard of such lot free of litter and all nuisances and hazards to the safety of owners, tenants, occupants, pedestrians and other persons having authorized access to the lot, and free of unsanitary conditions, and the owner shall promptly remove and abate any of the foregoing. Hazards shall include, but not be limited to, the following:

- (1) Refuse consisting of broken glass, garbage, trash and debris of any description, excepting brush piles so long as they are located in the back yard and are not visible from a public street or sidewalk;
- (2) Natural growth consisting of dead or dying trees or parts thereof and other natural growth which, by reason of age, rotting or deteriorating conditions or storm damage, are dangerous to persons in the street right of way;
- (3) Overhangings consisting of loose, overhanging, and projecting objects and accumulations of ice and snow, which, by reason of location above ground level, constitute dangers to persons in the street right of way;
- (4) Accumulation of stormwater other than in locations and to the extent designed for same in a stormwater management plan; and
- (5) Sources of infestation of any insects, rodents, or other pests.

B. The owner of any lot in the Village shall store, place or maintain the below specified items, property or materials only in accordance with the terms of this subsection B:

- (1) The following items, property or materials are not permitted to be stored, placed or maintained in any location on any lot:
 - (a) abandoned appliances; and
 - (b) more than one (1) unregistered motor vehicle;
- (2) The following items, property, materials or growth are not permitted to be stored, placed or maintained in any front yard of any lot:
 - (a) unstacked firewood for more than two weeks (*stacked* firewood is permitted to be stored in a front yard);
 - (b) compost piles and brush piles;
 - (c) furniture that is not lawn furniture;
 - (d) motor vehicles on an unimproved surface;
 - (e) boat, utility, vehicle or camping trailers on an unimproved surface;
 - (f) storage units (including "PODS") and shipping containers for longer than thirty (30) days; and
 - (g) meadows.

C. The owner of any lot in the Village shall be responsible for performing the following maintenance activities on an ongoing basis:

- (1) Trees and other natural growth shall be kept pruned or trimmed in order that such trees and natural growth do not constitute a hazard, as described above. Other than such required pruning and trimming, trees and other natural growth are permitted without maintenance, unless otherwise required in accordance with any other provision of this chapter.

(2) All lawn areas shall be kept mowed such that the height of growth in any lawn area does not exceed 10 inches. For the purposes of chapter, the term "lawn area" shall include all areas at ground level of any property that are not occupied by (a) man-made improvements or structures (including driveways and parking areas that are paved or made of concrete, but not including gravel driveways or parking areas), (b) trees or shrubs, (c) ornamental grasses and groundcovers (d) gardens and rain gardens, (e) regionally native plants, nor (f) planned natural landscaping or environmentally sensitive areas. The term "lawn area" shall include, but shall not be limited to, (g) any area on which is growing any variation of turf grass, (h) any area on which has been allowed to grow noxious weeds or unmanaged plant growth, (i) any gravel driveway or parking area, and (j) any area occupied by a driveway, parking area, path or patio that is constructed with slabs of rock placed at grade, each of which is aligned with the adjacent rock.

(3) Drainage systems, facilities and features shall be maintained in good operating condition and so as to prevent accumulation of stormwater, except in locations and to the extent designed for same in accordance with a stormwater management plan for the lot.

(4) Vegetation or lawn areas between the edge of pavement of any public street and the property line of the lot shall be maintained in the same manner and to the same standards as vegetation or lawn area within the adjacent lot, notwithstanding that this area is within the public street right-of-way; however, the Village shall be responsible for maintenance of any street trees in this area. Notwithstanding the foregoing, if any portion of these areas consist of a steep slope or other configuration that is reasonably likely to cause performance of such maintenance to constitute a hazard or danger, the owner of the lot may request assistance with such maintenance from the Village of Cayuga Heights Department of Public Works. The lot owner shall not install any hard surface in this area other than a connection between the edge of pavement of the adjacent public street and the driveway providing vehicular access to the lot, and then only as authorized in writing by the Code Enforcement Officer.

(5) Vegetation on a lot along a public street right-of-way or public sidewalk, or on areas between the edge of pavement of any public street and the property line of the lot (as described in subsection (4) above), shall be kept from becoming a hazard or nuisance to users of the public street or sidewalk. If such vegetation exists in areas between the edge of pavement of any public street and the property line of the lot, and if any portions of these areas consist of a steep slope or other configuration that is reasonably likely to cause performance of such maintenance to constitute a hazard or danger, the owner of the lot may request assistance with such maintenance from the Village of Cayuga Heights Department of Public Works.

(6) The exterior of all buildings shall be kept in good repair. Chimneys and flue and vent attachments shall be maintained in structurally sound and good operating condition.

(7) Building materials, commercial and industrial goods, equipment, or tools shall not be stored at any location in the front yard, except while construction is occurring on the lot.

§ 209-4. Enforcement.

A. General enforcement provisions. In the event that any owner of property in the Village is found to be in violation of this chapter, the Code Enforcement Officer and the Board of Trustees of the Village are responsible for enforcement. The Board of Trustees may from time to time enact amendments to this chapter, or additional chapters, that govern the Code Enforcement Officer's actions.

B. Code Enforcement Officer.

(1) The Village's Code Enforcement Officer shall have the authority to administer and enforce all provisions of this chapter.

(2) In the event the Code Enforcement Officer is unable to serve as such for any reason, the Village's Board of Trustees may appoint an individual to serve as Acting Code Enforcement Officer.

C. Violations and Complaints. The Code Enforcement Officer shall review and investigate complaints that allege or assert the existence of conditions or activities that fail to comply with this chapter. The Code Enforcement Officer shall respond to a complaint or violation by taking the following steps as appropriate:

(1) Performing an inspection of the conditions and/or activities alleged to be in violation and documenting the results of such inspection.

(2) If a violation is found to exist, providing the owner of the affected property with notice of the violation and opportunity to remedy, abate, correct, or cure the violation, or otherwise to achieve compliance with the applicable provision of this chapter. The notice shall be either hand-delivered to the owner or sent certified mail, return receipt requested, to the last known address of the owner, as it appears on the current tax records of the Village. The notice shall state the requirements for remediation set forth in subsection D immediately following this subsection C.

(3) In consultation with the Village's attorney, pursue such legal actions and proceedings as may be necessary to enforce this chapter.

D. Remediation. In any event that the Code Enforcement Officer determines that a violation of this chapter exists, and the Code Enforcement Officer shall so notify the owner in accordance with subsection C above, then:

(1) the owner is required to remedy, abate, correct, or cure the violation, or otherwise to achieve compliance within ten (10) calendar days of the date of the notice.

(2) the owner has the opportunity to have a meeting with the Code Enforcement Officer within such ten (10) calendar day cure period.

(3) if no agreement as to a resolution is reached, the owner can request a hearing with the Board of Trustees, and the ten (10) calendar day cure period shall be tolled.

(4) After the hearing, the Board of Trustees will reach a decision which shall be final.

(5) if, within the ten (10) calendar day cure period, the owner fails to remedy, abate, correct, or cure the violation and the owner fails to obtain, following a hearing before the Code Enforcement Officer, a written extension of the cure period or withdrawal of the notice of violation, the Code Enforcement Officer shall send the owner a second notice in the manner described in subsection C above, which notice shall advise the owner of the consequences and penalties described below.

(6) if the owner fails to remedy, abate, correct, or cure the violation, or otherwise to achieve compliance within ten (10) calendar days of the date of the second notice, the Village shall impose and the owner shall be obligated to pay an initial fine in the amount of one hundred fifty and no/100 (\$150.00) dollars, and additional fines for every subsequent period of ten (10) calendar days during which the owner has failed to achieve compliance, each in the amount of an additional one hundred fifty and no/100 (\$150.00) dollars.

(7) if the owner does not deliver payment to the Village of such fines within thirty (30) days of the date that any such fine has been imposed, such fines shall be charged and assessed against said property, shall constitute a lien and charge on the real property on which such lien is levied until paid or otherwise satisfied or discharged, and if not paid by such time, shall be collected in the same manner and at the same time as other Village charges

against such real property as part of the Village's tax next due and payable. In addition, the Village may commence any other action or proceeding available to collect such fines, together with the costs and expenses incurred by the Village as a result of such action or proceeding.

(8) if the Code Enforcement Officer determines that a violation exists, the Code Enforcement Officer also may determine that the violation is or may become ongoing or recurring, such as the failure to maintain the height of growth in a lawn area, in which event such ongoing or recurring violation shall be subject to the additional fines described in subsection D(6) above, on an ongoing basis, without further notification to the property owner. These additional fines shall constitute a lien on the subject property and shall be collected as provided in subsection D(7) above.

(9) The remediation of any violation of the requirements of this chapter by the Village or its agents shall not operate to excuse the owner from properly maintaining any property as required by this chapter, and such owner shall, notwithstanding such action, be subject to any other penalties provided for herein.

E. Recordkeeping.

(1) The Code Enforcement Officer shall keep permanent records of all activities undertaken in connection with enforcement of the requirements of this chapter, including records of:

- (a) All inspections performed and investigations conducted;
- (b) All statements and reports issued;
- (c) All complaints received;
- (d) All other activities specified in or contemplated by this chapter; and
- (e) All fees charged and collected.

(2) All such records shall be public records open for public inspection during normal business hours and subject to the terms of the New York State Freedom of Information Law, including the exemptions provided therein.

SECTION V SUPERSEDING EFFECT

All Local Laws, Articles, resolutions, rules, regulations and other enactments of the Village of Cayuga Heights in conflict with the provisions of this Local Law are hereby superseded to the extent necessary to give this Local Law full force and effect. Without limiting the foregoing, to any extent that the terms of the Zoning Law of the Village of Cayuga Heights are deemed to be in conflict with the requirements of this Local Law, the terms of this Local Law shall govern and control.

SECTION VI PARTIAL INVALIDITY.

In the event that any portion of this Local Law is declared invalid by a court of competent jurisdiction, the validity of the remaining portions shall not be affected by such declaration of invalidity.

SECTION VII EFFECTIVE DATE.

This Local Law shall be effective immediately upon filing in the office of the New York State Secretary of State, except that it shall be effective from the date of its service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

EXHIBIT 2025 - 011

TO Mayor Linda Woodard and Village Trustees
Village of Cayuga Heights
836 Hanshaw Road, Ithaca, NY 14850
by Email

FROM: Wies van Leuken, Village of Cayuga Heights Representative
Cable Access Oversight Committee (AOC)
1105 Highland Rd, Ithaca, NY 14850
pmv4@cornell.edu

DATE: April 5, 2024

RE: AOC's 2025 Budget Recommendations for Public, Educational and
Governmental Access operations.

Attached with this letter, please find the Access Oversight Committee's Resolution #89, dated April 2, 20234 with recommendations for the 2025 Budget for Public, Educational and Governmental Access ("PEG") operations.

As you know, the City of Ithaca's Franchise Agreement with Charter Communications d/b/a Spectrum Networks in NY ("Charter"), requires that the three participating municipalities (the City of Ithaca, the Town of Ithaca and the Village of Cayuga Heights) approve a budget for equipment and facilities every year by June 30th while the Agreement is in effect. This Budget is funded with the PEG Fees that are charged to Subscribers in the Participating Municipalities (\$0.15 / subscriber / month). Charter collects these fees and keeps them to make AOC-approved purchases. The AOC drafts a budget for these purchases, upon recommendations by Charter, and submits it to the respective municipalities for review and approval. Municipal approvals are entered into the AOC's minutes and submitted to Charter by the AOC.

The Resolution proposes a \$11,000.00 contingency to purchase equipment as needed for the functioning of PEG operations. This will probably go towards replacing small items: we do not expect major purchases this year.

Please let me know if you need further information. The Village's resolution is due at the AOC no later than June 30, 2023. It can be Emailed to me at <pmv4@cornell.edu>.

Cc. Access Oversight Committee
Jeff Walker, Village Clerk

WHEREAS, Section 15.12 of the Franchise Agreement of January 2003 between the City of Ithaca and the franchisee Time Warner Entertainment-Advance/Newhouse Partnership (TWC) (“Franchise Agreement”), subsequently assigned to Charter Communications, Inc. d/b/a Spectrum Networks (Charter) after Charter's 2016 acquisition of TWC, requires the participating municipalities (City of Ithaca, Town of Ithaca, Village of Cayuga Heights) to provide the franchisee with an annual written budget for Public, Educational and Governmental access operations (PEG) by June 30 of each calendar year; and

WHEREAS, Section 15.12 of the Franchise Agreement requires that Charter directs PEG Access Staff to provide the Access Oversight Committee (AOC) with budget recommendations for the following year by April 30; and

WHEREAS, the City of Ithaca's Ordinance #2003-17, Par 18-4-G, requires the Access Oversight Committee (AOC) to provide the Participating Municipalities with a recommended budget for the following year by May 31; and

WHEREAS, the Franchise Agreement authorizes Charter to collect \$0.15 per subscriber per month to be used for the purchase of PEG equipment and facilities; and

WHEREAS, the AOC has reviewed PEG’s current equipment and facilities and anticipates that new or replacement equipment and facilities will likely be needed; now therefore be it

RESOLVED, that the AOC recommends a \$11,000 contingency to purchase equipment as needed for the functioning of PEG operations, pending receipt and AOC approval of line-item estimates, and be it further

RESOLVED, that the AOC forwards its recommendations for approval by the Common Council of the City of Ithaca, the Town of Ithaca Board and the Village of Cayuga Heights Board of Trustees, so that they may meet their obligation to provide Charter Communications with an annual written budget for Public, Educational and Governmental access operations no later than June 30, 2024.

FURTHER BE IT RESOLVED That the Village of Cayuga Heights Board of Trustees approves of the AOC 2025 Budget for Public, Educational and Governmental access operation as written.

EXHIBIT 2025 - 012

Tree City USA and Arbor Day

In 2023, Cayuga Heights achieved Tree City certification by the Arbor Day Foundation for the 11th consecutive year. Tree City certification recognizes a municipality's commitment to maintain and increase its trees and woodlands and the many benefits that trees provide. One of the criteria for certification is an annual Arbor Day celebration. Last year the Village celebrated Arbor Day with a tree planting event at Cayuga Heights Elementary School. This year's celebration will take place on Monday, April 22nd at 2:30 pm at Kendal at Ithaca. Two small hackberry trees (*Celtis occidentalis*) will be planted in the rear of Kendal as part of the Abrams Walk reforestation initiative and Kendal's observance of Earth Day. The tree planting will also promote Kendal's certification in the Arbor Day Foundation's new Tree Campus Healthcare program. The public is invited to attend. Please see the map below for the event location.

VILLAGE OF CAYUGA HEIGHTS 2024 ARBOR DAY PROCLAMATION

WHEREAS, Arbor Day was created in 1872 in Nebraska as a special day for planting and celebrating trees and is now celebrated throughout the United States; and

WHEREAS, trees provide important benefits in urban communities such as cooler temperatures, increased property values, cleaner air and water, and habitat for wildlife; and

WHEREAS, the Village of Cayuga Heights has been certified as a Tree City USA by the Arbor Day Foundation in recognition of its commitment to protecting its trees and woodlands; now

THEREFORE, I, Linda Woodard, Mayor of the Village of Cayuga Heights, on behalf of Village residents and the Board of Trustees, do hereby proclaim Friday April 26, 2024 as Arbor Day in the Village of Cayuga Heights and urge all residents to protect and improve our environment and create a greener, healthier community by planting and caring for trees.



EXHIBIT 2025 - 013
Village of Cayuga Heights
Police Department

Jerry L. Wright
Chief of Police

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

Re: Report of the Police Department for March 2024.

In the month of March 2024, the police department received 376 calls for service. In addition to these calls, 98 uniform traffic tickets were issued, and 3 parking violations were cited. A breakdown of the calls for service is as follows:

There were no Felony incidents handled.

Penal Law Misdemeanors. 1 incident of Criminal Mischief involving a damaged mailbox was investigated. It was found that the damage was caused by the snowplow of the resident's private snow removal service. 1 report of Theft from a Motor Vehicle was handled. The only item reported missing was a vehicle registration card. No other complaints for thefts from vehicles were reported. A Fraud complaint of Forgery was received involving a resident's bank checks being signed and deposited by an unknown individual. The complainant was reimbursed by their bank and no charges were sought. The case has been closed pending further information.

Vehicle and Traffic Misdemeanors. The investigation of 9 Traffic Stops led to 10 Vehicle and Traffic Misdemeanor charges; 1 for Circumventing Interlock Device, 4 for Suspended Registration and 5 for Aggravated Unlicensed Operation of a Motor Vehicle 3rd.

Penal Law Violations. A third-party report of Harassment was received by an individual stating their spouse was being treated unfairly in the workplace. The responding officer advised the employee to seek the assistance of a Human Resources agent within the workplace. A Trespass complaint was made involving a resident wanting their partner to leave the premises. Due to the home being the individual's place of residency, the complainant was advised that they would have to start the eviction process with the local court.

No reports of Local Law Violations were received.

There were no warrants executed.

There were no incidents involving the Mental Hygiene Law.

Arrest Offenses. The following 10 charges were filed by CHPD Officers: 1 for Circumventing Interlock Device, 4 for Suspended Registration and 5 for Aggravated Unlicensed Operation of a Motor Vehicle 3rd.

No Motor Vehicle Accidents were reported.

No incidents involving deer were reported.

10 calls for service were completed under the Tompkins County Mutual Aid Agreement, all involving CHPD officers assisting other agencies and none involving other agencies assisting CHPD officers.

Over the course of the month, Officers took part in the following training and/or events: Beginning March 5th through March 28th CHPD hosted two female high school students enrolled in the TST BOCES Criminal Justice Program. Kairi and Emily completed 2-hour per day, 3-day per week shifts for the duration of their internship. On the 1st, 12th, and 16th, officers Barr and Langlois conducted traffic enforcement details, 2 of which were funded by the PTS Grant. A STOP DWI Enforcement Detail was completed by Officer Langlois on the 17th.

The full-time officers worked a total of 69 hours of overtime and the part-time officers worked a total of 165 hours.

Sincerely,

Chief Jerry Wright

EXHIBIT 2025 - 014

**Village of Cayuga Heights
Mike Wiese – B.O.T Report**

April 17th, 2024

Sewer –

Installed a new manhole and 6” sewer main on Highland Road. This project was completed to allow a sewer connection for 893 Highland Road.

Continue to work with TG Miller to monitor the portable tracking meters within the sewer lines. TG Miller continues to receive information and evaluate the locations.

Street –

Started taking inventory of miscellaneous street signs throughout the Village. Fading street signs are being replaced.

Clerk's Report:

In the next week we will re-levy all outstanding Water & Sewer balances.

The Cayuga Heights Elementary PTA is holding their annual 5K Fun Run and is asking if the Village Board of Trustees would waive the Parade and Special Events Permit Fee.

CHES 5K and Fun Run:



The 2024 [Cayuga Heights Elementary School \(CHES\) 5K and Fun Run](#), presented by Ithaca Psychological Testing, is coming up on Sunday, May 5th! This fun community event is open to everyone who would like to run, walk, or stroll through the beautiful streets of Cayuga Heights on a spring day.

There are two courses. Both are open to all:

- The Fun Run, a one-mile run specially designed for children in grades K through 3, begins at 9:00 a.m.
- The 5K begins at 9:30 a.m. This is a USA Track and Field (USATF) sanctioned event; see the race course [here](#).