

Zoom Link 4118425407 Village of Cayuga Heights Board of Trustees Monthly Meeting September 18th, 2024 7:00 p.m.

1.	Call To Order	EXHIBIT/PAGE
	a. Approval of August 21, 2024 Meeting Minutes	2025 - 052 pgs. 2-17
	b. Approval of September 11, 2024 Meeting Minutes	2025 - 053 pgs. 18-20
2.	Report of the Fire Superintendent Tamborelle: Submitted Report	2025 - 054 pgs. 21-22
3.	Privilege of the Floor:	
4.	Report of Treasurer Dolch: Submitted Report	2025 - 055 pg. 23-24
5.	Report of Mayor Woodard	
	a. Public Hearing on Proposed Local Law D- 2025 Sewer Rate	2025 - 056 pg. 25
	b. Cayuga Heights Fire Co. Letter of Support	2025 - 057 pg. 26
6.	Report of The Trustees:	
7.	Report of Superintendent of Public Works Cross:	
8.	Report of Police Chief Wright: Submitted Report	2025 - 058 pgs. 27-28
9.	Report of Clerk Walker: Submitted Report	2025 - 059 pg. 29
10.	Report of Attorney Marcus:	
11.	Adjournment	

EXHIBIT 2025 – 052 VILLAGE OF CAYUGA HEIGHT BOARD OF TRUSTEES MONTHLY MEETING

Zoom ID # 4118425407

August 21, 2024 7:00 p.m.

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton; Attorney Marcus; Village Clerk Walker **Absent:** Fire Superintendent Tamborelle, Treasurer Dolch, Police Chief Wright, Superintendent of Public Works Cross.

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

2. Approval of the July 17, 2024 Meeting Minutes (Exhibit 2025-039)

Resolution: 9672

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the July 17, 2024 Board Meeting Minutes as amended.

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

Motion Carried

3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2025-040)

•Fire Superintendent Tamborelle was absent from tonight's meeting. The Board accepted Fire Superintendent Tamborelle report as presented.

4. Privilege of the Floor: Village resident David Sally wished to speak.

•Village resident D. Sally states that he sent an email to Mayor Woodard expressing his noise and pollutions concerns from the use of gas leaf blowers.

•Village resident D. Sally states that he would like to see the Village Board ban the use of these tools. The noise created by these machines is a nuisance, and they create pollution in many ways.

•Village resident D. Sally states that there are a lot of different ways to get the same results with the use of a broom or rake and views that eliminating gas powered leaf blowers would be a huge improvement to the quality of life in the Village.

5. Report of Treasurer Dolch: Submitted Report (Exhibit 2025-041)

•Treasurer Dolch weas absent from tonight's meeting.

•Mayor Woodard states that with the help of Trustee Conway we have received a loan proposal from Community Bank. (Exhibit 2025-042)

•Trustee Conway states that Community Bank came back with a 5.10%, five-year term loan and we would only be required to open a \$250,000 CD at 4.00%. This was the biggest difference from what Tompkins Community Bank offered which wanted the Village to keep \$1,000,000 dollars in a CD.

•Trustee Hubbell inquires to how the \$1,000,000 dollars will be dispensed.

•Mayor Woodard states that we will put the \$1,000,000 dollars into our account then move it into NYCLASS and as the expenditures come due we will move that money into the Sewer fund.

•Trustee Hubbell states that did Tompkins Community Bank have an opportunity to counter offer what Community Bank offered.

•Village Attorney R, Marcus states that Tompkins Community Bank's last offer was the best they were going to do.

•Trustee Salton states that we should wait until the September Federal Reserve meeting to see what rates will be.

•Mayor Woodard states that we need to move forward as soon as possible; we could refinance at any time if the rates become more favorable.

Resolution: 9673

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves signing and securing financing for the above project as outlined in the attached document from Community Bank and authorizes and approves opening a 12-month CD with \$250,000 at Community Bank using funds from either NYClass or from a CD at Tompkins Bank.

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

Motion Carried

Approval of Abstract #3

Resolution: 9674

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #2 for FYE2025 consisting of TA vouchers 14-21 in the amount of \$15,783.38 and Consolidated Fund vouchers 119-213 in the amount of \$750, 343.52and the Treasurer is instructed to make payments thereon.

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 states that the final step in securing the \$1,000,000 loan is to authorize approval of the Bond Resolution as presented in Exhibit 2025-043.

Resolution: 9675

WHEREAS, the purpose described herein has been determined to constitute a Type II Action as defined under

regulations of the State of New York promulgated pursuant to the State Environmental Quality Review Act which,

by such definition, will not have a significant adverse impact upon the environment.

NOW, THEREFORE, BE IT RESOLVED by the affirmative vote of not less than two-thirds of the total voting

strength of the Board of Trustees of the Village of Cayuga Heights, Tompkins County, New York, as follows:

<u>Section 1.</u> Replacement of the existing rail track system at the Village wastewater treatment plant in and for the Village of Cayuga Heights, Tompkins County, New York, including original furnishings, equipment, machinery, apparatus, appurtenances, and incidental improvements and expenses in connection therewith, is hereby authorized at a maximum estimated cost of \$1,000,000.

<u>Section 2.</u> The plan for the financing of such maximum estimated cost is by the issuance of \$1,000,000 bonds of said Village, hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law.

<u>Section 3.</u> It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years, pursuant to subdivision 4 of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will not exceed five years.

<u>Section 4.</u> Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Village Treasurer, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Village Treasurer, consistent with the provisions of the Local Finance Law.

Section 5. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the Village Treasurer, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as she shall deem best for the interests of said Village, provided, however, that in the exercise of these delegated powers, she shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the Village Treasurer shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

<u>Section 6.</u> All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Village Treasurer, the chief fiscal officer of such Village. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition

to those required by Section 51.00 of the Local Finance Law, as the Village Treasurer shall determine consistent with the provisions of the Local Finance Law.

Section 7. The faith and credit of said Village of Cayuga Heights, Tompkins County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said Village, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

<u>Section 8.</u> The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Village is not authorized to expend money, or
- 2) The provisions of law which should be complied with as the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

3) Such obligations are authorized in violation of the provisions of the Constitution.

<u>Section 9.</u> This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

<u>Section 10.</u> This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said Village hereby designated for such purpose, together with a notice of the Village Clerk in substantially the form set forth in paragraph a of Section 81.00 of the Local Finance Law.

Motion: Trustee Biloski

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

Motion Carried

6. Report of Mayor Woodard

a. Village Financial Report:

•Mayor Woodard states that the Board will be voting on a new water and sewer rate for next year and she wanted to present to the Board an overview of where the Village stands financially with the water and sewer fund.

•Mayor Woodard states that at the end of fiscal year 2024 the sewer account had a fund balance of \$1,060,300, water account \$424,300 and the general fund balance of \$3,003,300.

•Mayor Woodard states the plan for this fiscal year is to use \$650,000 of fund balance in the sewer account.

•Trustee Salton states that we need to see what the projected revenue is for this fiscal year.

•Trustee Conway states that we have projected 2,500,000 in revenue in the sewer account for this fiscal year.

•Mayor Woodard states that phase 1 and 2 of the WWTP upgrades are complete and we will begin paying around \$500,000 a year for thirty years. We have added phase 2.1 for \$1,000,000 with a payment of \$251,000 a year for five years.

•Mayor Woodard states that there are three other topics that have to be discussed; Purchase the land adjacent to the WWTP for \$500,000; complete another plant expansion of \$5,000,000; complete a Village wide Duke's I & I study for \$225,000.

•Mayor Woodard states that the Duke's I & I study involves placing I Trackers in almost every manhole and then monitor the flows for 60-90 days, the end result would be that we would find all of our I & I much quicker.

•Mayor Woodard states that at the end Duke's will provide a detailed report outlining exactly the areas where there is I & I.

•Mayor Woodard states that the Village Finance Committee met and discussed the upcoming debt service on the WWTP and decided a 9% sewer rate would be appropriate for 2025.

•Mayor Woodard states that of the three expenditures proposed she fells the Duke's I & I study would the wises use of money.

•Mayor Woodard states that we also will be voting on the water rate increase for 2025. Water rates are much easier to calculate. We have also considered how much we will need to follow the federal obligations for the lead pipes.

•Mayor Woodard states that we need to wrap up our discovery by October of 2024 and then move forward with replacing three percent of the non-copper lines per year. Her suggestion is to replace the non-copper lines that are only on the Village's side so that we can gain experience and knowledge of the process.

•Trustee Robinson states that the Village Public Works Committee talked about completing 2-3 replacements per year.

•Trustee Rennekamp suggested that we complete at least one this fall to get a better sense of the cost before we get into budget season.

•Trustee Hubbell states that he is surprised that no one who received the various mailings about lead pipes has not wanted to do anything about it.

•Trustee Robinson states that the situation is that the current lead pipes are lined with a membrane, over time the water lines sort of sealed the lead out from leaching into the water. If we go in, mess around on our side, and at the curve box there's always a chance that we will disturb that membrane of the property owner's line.

•Trustee Robinson states that he does not know how the Village is going to force a resident to remove the lead on their side.

•Trustee Conway states that we have been talking about this for several months. We should consider moving forward now and do a few replacements before winter.

b. 2025 Village of Cayuga Heights Water Rate:

•Mayor Woodard states that we now need to vote on the recommendation from the Village Finance Committee which was to pass on the Bolton Points increase of \$6.73 per 1000 gallons and add the same amount in our surcharge.

•Trustee Conway states that when you think about this increase and broken down to real numbers it equates to .40 cents per 1000 gallons.

•Trustee Salton supports the rate increase.

Resolution: 9676

WHEREAS, the Village of Cayuga Heights is served by the Southern Cayuga Lake Intermunicipal Water Commission; and

WHEREAS, the Village of Cayuga Heights has entered into an amended, supplemental, restated, and

consolidated agreement of municipal cooperation for construction, financing and operation of an intermunicipal water supply and transmission system dated as of June 5, 1979 as the same has been amended from time to time (the "Agreement"); and

WHEREAS, pursuant to the Agreement, the Village of Cayuga Heights agreed to pay to the Southern Cayuga Lake Intermunicipal Water Commission (hereinafter referred to as "Commission"), water revenues based upon, in part, a water rate billing structure based on a quarterly 5,000 gallon minimum; and Bolton Point rate is \$6.73 per 1000 gallons, and the Village of Cayuga Heights surcharge is \$6.73 per 1000 gallons.

WHEREAS, in consideration of the premises and the mutual undertakings of the parties pursuant to the Agreement, the parties agreed to amend the Agreement effective January 1, 2025.

NOW, THEREFORE, BE IT RESOLVED THAT, the Village of Cayuga Heights Board of Trustees authorizes and approves the new Village of Cayuga Heights water rate to \$13.46 per 1000 gallons consumed effective January 1, 2025.

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

Motion Carried

c. 2025 Village of Cayuga Heights Sewer Rate:

•Mayor Woodard states that now we need to schedule a Public Hearing on September 18, 2024, at 7:05 p.m. to seek public comments for proposed local law D of the year 2024.

•Trustee Rennekamp states that expenses to the sewer fund increased 9% therefore we increased the rate by 9% to cover the servicing costs.

VILLAGE OF CAYUGA HEIGHTS DRAFT PROPOSED LOCAL LAW D OF THE YEAR 2024

A LOCAL LAW TO AMEND THE ANNUAL SEWER RATES, AS DEFINED IN ARTICLE XII, SEWER RENTS, OF THE VILLAGE OF CAYUGA HEIGHTS ARTICLES

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

Section I. PURPOSE

The purpose of this Local Law is to establish annual sewer rates of \$5.06/1000 gallons consumed for inside users and a rate of \$7.59/1000 gallons used for outside users, as defined in articles XII, Sewer Rents, of the Village of Cayuga Heights Articles.

Section II. AUTHORITY

This Local Law is enacted pursuant to the grant of powers of local governments provided for in (i) Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provisions of the New York State Constitution or 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, (ii) General Municipal Law Article 14-F, (iii) General Municipal Law Sections 451 and 452, and (iv) Village Law Article 14.

Section III. ESTABLISHMENT OF SEWER RATES

As of January 1, 2025, annual sewer rates shall be established at a rate of \$5.06/1000 gallons used for treatment of wastewater originating from properties located within the Village and a rate of \$7.59/1000 gallons used for treatment of waste water originating from properties located outside of the Village.

Section IV. SUPERSEDING EFFECT

All Local Laws, 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.

Section V. VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section VI. 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.

Resolution: 9677

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing on Proposed Local Law D of the year 2024- Village Sewer Rate on September 18, 2024, at 7:05 p.m.

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 the Board could look at changing how funds are expenses in the water and sewer fund. Right now employees have a percentage of their pay taken from water and sewer accounts. We could move that out and save some money. The end result would be possible higher property taxes.

•Trustee Robinson states that it should remain as is.

d. Assistant Superintendent of Public Works Vacancy Update:

•Mayor Woodard states that the Village Human Resources Committee met and discussed advertising platforms to get more exposure.

•Clerk Walker states that he has posted listings on Zip recruiter, Handshake, County Chambers of Commerce, Craigslist, and Cayuga Radio Group, in total fifteen different sites.

•Trustee Salton asked if there is a game plan if we don't find anyone for this higher-level position.

•Trustee Biloski states that the committee did talk about breaking out the code enforcement and fire inspector side of this position.

•Mayor Woodard states that the DPW is realistically one person down when it comes to working on projects versus management.

e. Gas Powered Lawn Equipment (blowers)

•Mayor Woodard states that Village resident D. Sally is not the first person to bring this issue to her attention. She would like to see how the Board feels about this subject.

•Trustee Salton states that he read that New York State will eliminate the sale of small gas engines by 2030.

•Trustee Hubbell states that generally during the summer months you will hear some kind of loud mowing equipment every hour of the day. He is hopeful that people will transition away from gas powered blowers or other forms of gas equipment.

•Mayor Woodard states that there are many municipalities that have banned gas powered leaf blowers already. She has also heard that more landscaping companies are moving to electric or battery-operated equipment.

•Trustee Robinson states that he uses a lawn service and has a electric blower, and thinks we need to give this additional thought since we just passed the property maintenance law, and we need to get a better understanding of the enforcement side our new laws.

•Trustee Rennekamp states that she can see banning a gas-powered leaf blower because there are other reasonable ways to accomplish the task. It is a little harder to switch with other types of equipment.

•Mayor Woodard states that we will put together an article in the Enewsblast asking how Village residents feel about this topic.

f. Lead Pipe Disclosure:

•Mayor Woodard states that she wonders if it makes sense to have a local law similar to the sump pump law that when you sell your home there is a legal disclosure filed with the Village stating there is or is not lead in the water line system.

•Village Attorney R. Marcus states that there already exists a legal disclosure regarding lead whereby the seller if aware must disclose that information.

•Trustee Robinson states that we now know, Bolton Point knows, and the resident now knows. So would we conduct some type of inspection like we do with the sump pump inspection.

•Village Attorney R. Marcus states he could draft a similar local law that would require anyone selling a residence to obtain from the Village information as to whether there is lead or not at that location.

6. Report of the Trustees:

•Trustee Salton states that the Greater Tompkins County Municipal Health Consortium Executive Committee met, and the 2025 premium rates will increase 14%. Medical costs and fees have increased considerably with inflation.

•Trustee Salton states that he spoke to Village Planning Board Chair F. Cowett about the next step with the Village Comprehensive Plan. He suggested that the Village Planning Board move forward with them, taking the lead on the necessary changes and present those findings to the Board.

•Trustee Biloski states that Deputy Clerks Jacot continues to work on evaluating the Village Utilities.

•Trustee Biloski states that at the Village Public Safety met and determined that our signage stating "Speed Checked by Radar" is not required by law but acts as a deterrent from speeding.

•Mayor Woodard states that she asked Trustee Biloski to look into that based on a resident's concern that this signage is unwelcoming.

•Trustee Biloski states that the committee also discussed "Share The Lane "signage and it was determined that our roads are not wide enough to have a bike lane and cannot see the justification for signage stating, "Share the Lane".

•Trustee Robinson states that the Village DPW Committee was asked to research this topic, and he felt it would make more sense for the Village Public Safety Committee to address this topic.

•Trustee Salton states that the NYS Vehicle and Traffic Laws have not changed. A slower moving bike or vehicle is by law supposed to move over to the right as much as possible.

•Trustee Robinson states that the Village Public Works Committee met and one of the things they will be addressing is the changing the location of some of the signage from the Walking Safe Cayuga Heights Sidewalk Project. Road stripping will be next.

•Trustee Robinson states that on the subject of property maintenance, eight violation letters were sent out last Friday and six have come back into compliance resulting in two letters mailed out with fines.

•Trustee Robinson states that we still do not have a Village Fire Inspector and now we are thinking a code enforcement officer might be appropriate as well.

•Trustee Robinson states the DPW staff has been working on some water line and valve repairs which has delayed the work on sidewalk repairs.

•Trustee Robinson states that paving Spruce lane, Comstock, W Remington, will begin in September.

Trustee Salton inquires when W. Upland sidewalk repairs were going to take place.

•Trustee Robinson states that W. Upland will not get done this fall, The staff still has to work on the cemetery and Sunset Park sidewalks and no shorthanded those projects might not get completed this fall.

•Clerk Walker states that the Sunset Park sidewalks are part of the Tompkins County Parks and Trails Grant and he will find out if there is a deadline to complete that project.

•Trustee Robinson states that phase 2 of the WWTP upgrades is down to just a punch list of small tasks to complete.

•Trustee Robinson states that the trickling filter arm repair parts have arrived and are getting ready to install. The next step is for B. Cross to put out for bidding the rail system installation.

•Trustee Robinson states that as discussed earlier there is an option to buy the land next door to the plant which would allow for some expansion. There are three options for the plant going forward: 1. Buy the land and install a new headworks building with one or two more tanks. 2. Town of Ithaca completing a by-pass to the Ithaca plant.3. Remington Road by-pass that would take some of our and Lansing's sewage to the Ithaca plant.

•Mayor Woodard states that more discussion needs to take place with the "Gang of Six" and before a new agreement is signed.

8. Report of Superintendent of Public Works Cross:

•B. Cross states was absent for tonight's meeting.

a. Sungineer Solar Contract:

•Trustee Robinson states that we have received the proposals, and the pricing has not changed from the May 2024 Proposal.

•Trustee Robinson states that the funding for this project has been awarded from NYSERDA, a total of \$70,000.

•Chris Skawski who is NYSERDA's Clean Energy Communities Coordinator informs the Board that the Village successfully received two \$10,000 dollar grants and one \$50,000 dollar grant for the WWTP Solar Ray Project.

•Trustee Robinson states that we need a resolution accepting the Sungineers work proposal.

Resolution: 9678

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the Sungineers Solar Ray Proposal as submitted for the Village Wastewater Treatment Plant in the amount of \$105,993 dollars before NYSERDA and NYS grants and awards.

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

•The Board thanks Village residents Alice Wagenknecht-Wiesner and NYSERDA's Chris Skawski for their help with this project.

Motion Carried

b. NYSERDA Clean Energy Communities Grant Agreement:

•Village Attorney R. Marcus states that there are some insurance provisions that need to be satisfied.

•Village Attorney R. Marcus states there is another area that the Board should be aware of which is the stop order provision in the contract.

•Village Clerk Walker states that he attended a kick-off meeting last Friday and this topic did come up in conversation. NYSERDA has that provision in place but before a stop work order is issued there will be several opportunities if they arise to extend the timeline to complete the work.

•Village Attorney R. Marcus states that the Board needs to pass a resolution to enter into this agreement and authorize the Mayor to sign it.

Resolution: 9679

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the NYSERDA Clean Energy Communities Grant Agreement as presented.

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

Motion Carried

c. T.G. Miller Renwick Brook Culvert Proposal:

•Trustee Robinson states that you may recall that the Village put in for a grant for NYS Bridges and Culverts but was unsuccessful. We have now reached out to T.G. Miller to complete an engineering evaluation of this culvert.

•Trustee Robinson states that we need a resolution accepting the T.G. Miller Renwick Brook engineering proposal.

Resolution: 9680

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the T.G. Miller Renwick Brook Culvert Study in the amount of \$46,400 for engineering and design plans to be paid out of contingency.

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

Motion Carried

d. Blue Heron Change Order:

•Trustee Robinson states that now that phase 2 is complete GHD has determined that the General Contractor Blue Heron owes the Village some money.

Resolution: 9681

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approved accepting the Blue Heron Change Order G-003 in the amount of \$55,281.36

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

Motion Carried

9. Report of Police Chief Wright: Submitted Report (Exhibit 2025-050)

•Chief Wright was absent from tonight's meeting; Police Sergeant Manning is present to answer any questions.

•Police Sergeant Manning states that the new patrol vehicle has been scheduled for delivery next week. The next step will be to get that vehicle outfitted. The department is going to use a local outfitter which is a little more expensive but should be quicker to complete.

Motion Carried

11. Report of Clerk Walker: Submitted Report (Exhibit 2025-051)

•Clerk Walker states that the office has been busy closing out a water billing cycle.

•Clerk Walker states that there will be a Administrative Committee meeting on Friday where they will be discussing the Village Annual Newsletter.

•Mayor Woodard states that if anyone on the Board would like to contribute to the Annual Newsletter to please let her know.

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

13. Executive Session:

Resolution: 9682

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 and (D) discussions regarding proposed, pending, or current litigation.

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

Motion Carried

•The Board of Trustees exits Executive Session at 9:27 p.m. and returns to an open meeting.

14. Adjournment: Mayor Woodard adjourns the meeting at 9:27 p.m.

Zoom ID # 4118425407

VILLAGE OF CAYUGA HEIGHT BOARD OF TRUSTEES SPECIAL MEETING

September 11th 2024 9:30 a.m.

Present: Trustees: Biloski, Conway, Hubbell, Robinson, and Salton; Police Chief Wright; Clerk Walker. Absent: Mayor Woodard, Trustee Rennekamp

1. Call to Order: Deputy Mayor Robinson calls the meeting to order at 9:33 a.m.

2. Privilege of the floor: No members wish to speak

3. Justice Court Assistance Program (JCAP) Grant Application:

•Deputy Mayor R. Robinson states that the Village Court is applying for this grant in the amount of \$6339.86

Resolution: 9683

WHEREAS, The State of New York in 1999 established the Justice Court Assistance Program (JCAP) Grant in order to provide State assistance to Town and Village Courts, and

WHEREAS, the Village of Cayuga Heights Board of Trustees has determined that participation in the JCAP Grant application is desirable, and is in the public interest, and

WHEREAS, the maximum JCAP award is \$30,000 and

WHEREAS, the Village of Cayuga Heights Board of Trustees authorizes the Village Justice Court to submit a 2024 JCAP Grant application,

NOW THEREFOR BE IT RESOLVED that the Village of Cayuga Heights Board of Trustees approves the submission of a JCAP Grant application in the amount of \$6339.86 for a desk with storage cabinets and a new commercial shredder.

•Village Clerk Walker states that this money would be allocated to a new court desk and cabinets and a new commercial shredder.

•Trustee Conway asks if there is any reason why we wouldn't ask for this or any negative repercussions.

- Village Clerk Walker states that there is not.
- •Trustee Biloski asks if the money requested will cover all the expenses.
- •Village Clerk Walker states that the grant application money will cover what has been requested.
- •Trustee Salton states that there is a mistyped word and supports this resolution as corrected.

Motion: Trustee Hubbell Second: Trustee Salton Ayes; Trustees: Biloski, Conway, Hubbell, Robinson, and Salton Nay & Abstentions: None

Motion Carried

4. Executive Session:

•Deputy Mayor Robinson states the next item on the agenda is an Executive Session for subsection (f)

Resolution: 9684

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 Salton Second: Trustee Conway Ayes: Trustees: Biloski, Conway, Hubbell, Robinson and Salton Nays: none Abstentions: none

Motion Carried

•The Board of Trustees exits Executive Session

Resolution: 9685

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

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

Motion Carried

Resolution: 9686

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes accepting the engagement letter from Williams, Clue, and Stevens Law Firm to represent the Village of Cayuga Heights.

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

Motion Carried

14. Adjournment: Mayor Woodard adjourns the meeting at 10:05 a.m.

September 16, 2024

Honorable Linda Woodard Board of Trustees Village of Cayuga Heights

Monthly Report August 2024

We had a second month with 56 calls in August. We had 32 calls in the Village of Cayuga Heights, 22 calls in the Town of Ithaca and 2 mutual aid requests. There were 26 EMS calls and 30 fire responses. It was just a busy month with no calls of note. Our members are out there every day running EMS calls and alarms.

August was a very full month of training, as many months are. EMS initial assessments was the first training of the month. This is always good for our new EMTs as well as those who do not make many calls. Our more experienced providers work on teaching what is needed in the first minutes of the call before the ambulance arrives. Many times, this is nothing more than opening dialogue with the patient and getting an initial set of vital signs and the chief complaint but other times it is starting CPR and controlling the patients airway. All of this is done by the first arriving EMTs and for new EMTs it can be overwhelming. In the middle of the month, we did a water rescue training. We got a bunch of new water rescue gear over the summer and needed a training to put it all together. We were able to go to the Ithaca Swim Club on a Sunday morning before opening and get in the pool and work on rescue techniques. Every member who participated had a great time. This type of new and dynamic training is what keeps people excited about training. At the end of the month, we worked on our annual SCBA recertification at the training center. We need to annually recertify our members on gear donning and SCBA skills. All department members are required to do this training annually. Several of our new CPR instructors taught an observed CPR class to some employees of our DPW to get cleared to teach on their own. They say it went well and are now cleared to teach and some of our village employees are now CPR certified. Win for everyone.

We are looking forward to the fall recruiting process and intake of new members. As of this report we have over 50 inquiries about joining the department. We will host our recruit informational dinner on September 20th and then interviews the next week. We are looking at taking 12 new members for the fall. Our bunker training staff have come up with a new member program for the fall class. Each new member will be assigned a training officer to oversee and ensure that the new member is getting everything they need to become contributing members. We are excited about this opportunity. We are condensing the class down to one LONG weekend because of the timing of Cornell's fall and winter break.

The front pad of the station is now back in working order. DDS sawed across the pad to put in the gas main on Pleasant Grove Road. We had several discussions with them about how think and reinforced the pad is and recommended that they rind a way to go under or around, but they decided to go through. The crew that came in to do the repair to the pad found that we had not misspoken and had a long two weeks to get out the old concrete, put in new rebar and pour new concrete. It is now back in use and looks good. We did have a major water leak in the wall of the radio room caused by a broken water pipe that supplied the outside garden faucet. We were able to open the wall in the radio room and get the water shut off. Thanks to the DPW we got the whole wall opened to dry out and it will be repaired after things dry out.

We will be holding our Annual Open House in mid-October. The members are excited to engage with the community. We use this event to showcase our equipment as well as the other departments in the village. We also use it as a recruiting tool. At every narrated section of the Open House, we gently remind the public that we are volunteers and always looking new members who are part our community.

We are all doing well at the station and look forward to a busy autumn.

Sincerely,

George Tamborelle Fire Chief/Fire Superintendent

VILLAGE OF CAYUGA HEIGHTS TREASURER'S REPORT September 2024

Revenues and Expenses:

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

ARPA Money

Before Mike left, he had asked for (and the BOT had agreed) to allocate money for sewer lining. There is \$35,086.53 left for this project. Since the ARPA money needs to be spent within the next couple of months and this will not be used for Sewer lining at this point, I'd like to reallocate it to the sidewalk projects.

The remaining ARPA funds are allocated for: \$35,086.54 for sidewalks (if approved above) \$17,000 for the Marcham Hall chimney repair project happening in October \$9,050 to finish the Rt 13 Sewer Line Study (\$20,000 was budgeted)

Sewer Fund:

We received several invoices from Hydro-X from May-August for lead water testing/excavation. We did not budget for this in this fiscal year thinking the HydroX work was done. Total for this work in the current fiscal year is \$31,150. There is \$21,326 in the Contingency Fund.

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves moving \$21,326 from Contingency (F1990.400) to Water System –Contractual Lead Testing (F8350.415) and \$9,824 from Fund Balance in the F Fund which currently sits at \$454,668.

Approval of Abstract 4:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #4 for FYE2025 consisting of:

- TA vouchers 22-29 in the amount of \$15,597.04 and
- Consolidated Fund vouchers 214-290 in the amount of \$686,572.93

and the Treasurer is instructed to make payments thereon.

Respectfully Submitted Laura W. Dolch

Laura W. Dolch Treasurer

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 August, 2024:

TREASURER

DATED: September 11, 2024

		Balance 07/31/2024	Increases	Decreases	Balance 08/31/2024
A GENERAL FUND - VILL	ACE				
CASH - CHECKING		2,664,714.05	735,984.37	542,841.69	2,857,856.7
CASH - SAVING		71,657.25	3.04	0.00	71,660.2
CERTIFICATE OF DEPOSIT		432,093.49	1,526.65	0.00	433,620.1
NYCLASS GENERAL		2,537,051.59	160,584.99	500,000.00	2,197,636.5
PETTY CASH		450.00	0.00	0.00	450.0
	TOTAL	5,705,966.38	898,099.05	1,042,841.69	5,561,223.7
CD SPECIAL GRANT FUND					
CASH		4,471.89	30,252.96	30,252.96	4,471.8
CASH - POLICE COMP TIN	E RESERV	27,005.41	337.56	0.00	27,342.9
CASH - ARPA FUNDS 2021		3,926.99	49.09	0.00	3,976.0
CASH - ARPA Funds 2022		65,870.27	823.36	0.00	66,693.6
Fire Truck Reserve 202	5	60,000.00	749.99	0.00	60,749.9
825 Hanshaw Reserve 20	25	9,800.00	122.50	0.00	9,922.5
Police LETECH Grant		67,900.00	848.73	0.00	68,748.7
Solar Panels 2025		10,000.00	125.00	0.00	10,125.0
CASH - POL TRIAD GRANT	3	10,450.14	118.12	1,000.00	9,568.2
CASH - BEAUTIFICATION	SPECIAL	3,299.24	41.24	0.00	3,340.4
CASH - FIRE DEPT DONAT	IONS	37,292.63	466.15	0.00	37,758.7
RESERVE FOR BANK INTER	EST	3,108.38	1,867.13	4,975.51	0.0
CASH - GENERAL POLICE	DONATION	72,885.67	906.68	349.96	73,442.3
Garbage Truck Reserve		28,903.00	0.00	28,903.00	0.0
Water Main Reserve		30,967.50	387.09	0.00	31,354.5
	TOTAL	435,881.12	37,095.60	65,481.43	407,495.2
F WATER FUND					
CASH - CHECKING		321,652.28	189,182.49	198,469.04	312,365.7
NYClass - Water		60,810.87	266.35	0.00	61,077.2
	TOTAL	382,463.15	189,448.84	198,469.04	373,442.9
G SEWER FUND					
CASH - CHECKING		-79,687.65	121,351.39	189,535.84	-147,872.1
NYCLASS SEWER		85,008.21	372.35	0.00	85,380.5
	TOTAL	5,320.56	121,723.74	189,535.84	-62,491.5
H CAPITAL FUND					
CASH - CHECKING		-2,794,054.07	0.00	146,369.77	-2,940,423.8
NY CLASS		1,223,296.18	5,358.14	0.00	1,228,654.3
	TOTAL	-1,570,757.89	5,358.14	146,369.77	-1,711,769.5

		Balance 07/31/2024	Increases	Decreases	Balance 08/31/2024
TA TRUST & AGENCY					
CASH - CHECKING		18,519.59	199,848.84	204,541.92	13,826.51
	TOTAL	18,519.59	199,848.84	204,541.92	13,826.51
TOTAL ALL FUNDS		4,977,392.91	1,451,574.21	1,847,239.69	4,581,727.43

VILLAGE OF CAYUGA HEIGHTS DRAFT PROPOSED LOCAL LAW D OF THE YEAR 2024

A LOCAL LAW TO AMEND THE ANNUAL SEWER RATES, AS DEFINED IN ARTICLE XII, SEWER RENTS, OF THE VILLAGE OF CAYUGA HEIGHTS ARTICLES

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

Section I. PURPOSE

The purpose of this Local Law is to establish annual sewer rates of \$5.06/1000 gallons consumed for inside users and a rate of \$7.59/1000 gallons used for outside users, as defined in articles XII, Sewer Rents, of the Village of Cayuga Heights Articles.

Section II. AUTHORITY

This Local Law is enacted pursuant to the grant of powers of local governments provided for in (i) Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provisions of the New York State Constitution or 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, (ii) General Municipal Law Article 14-F, (iii) General Municipal Law Sections 451 and 452, and (iv) Village Law Article 14.

Section III. ESTABLISHMENT OF SEWER RATES

As of January 1, 2025, annual sewer rates shall be established at a rate of \$5.06/1000 gallons used for treatment of wastewater originating from properties located within the Village and a rate of \$7.59/1000 gallons used for treatment of waste water originating from properties located outside of the Village.

Section IV. SUPERSEDING EFFECT

All Local Laws, 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.

Section V. VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section VI. 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.

CAYUGA HEIGHTS FIRE CO., No. 1, INC

P.O. Box 4262, Ithaca, NY 14852 (607) 257-2377 Responding from 194 Pleasant Grove Road, Village of Cayuga Heights In emergency, Dial 9-1-1 October, 2024



Greetings from the Cayuga Heights Fire Company. As a 100% volunteer organization, it is our privilege to serve our community!

Perhaps you have seen the headlines about the dramatically higher incidents of cancer in the fire service. Truth is, we engage a lot of bad stuff! Fires are never "clean"! I've had my journey with melanoma. I am grateful for our department's leaders and proactive efforts to minimize our exposures to toxins in our working environs. We are a young department (present company excepted!), with many years of making a difference before us. It is deeply encouraging to know our leaders and community have our backs (and our futures)!

This letter seeks your support for the Fire Company. Your tax dollars cover the durable capital costs of the Cayuga Heights Fire Department, meaning the community fire station, firefighting apparatus, and core equipment.

The Cayuga Heights Fire Company is a 501(c)3 non-profit organization. We supply secondary resources, such as fitness equipment, furnishings for the station, event-related meals, community events, and public education materials for children and adults. This year we are finding the station internet architecture at the end of it's life. Though the Station is a designated shelter and command post, the Company has historically assumed the cost of the service. Upgrades across the system after 15 years will be several thousand dollars. Your help matters!

It is on behalf of the Fire Company I am writing today. We'd love your encouragement and support. Please make your tax-deductible check payable to Cayuga Heights Fire Co., No. 1 and return it in the enclosed envelope, or use the QR code below for online donations (www.chfd.info/support).

In keeping with our appreciation of your support, I'm delighted to make a note about our annual Open House. Fire Station construction forced our postponement of last year's Open House, but this year we are back! We're looking forward to hosting you at our place on October 19. We'll have food, demonstrations, representatives from sister agencies, and hands on experiences for you and the little ones. We'll see you then!

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

Steven Felker, member since 2003; for the Cayuga Heights Fire Company



Village of Cayuga Heights Police Department



Jerry L. Wright Chief of Police

9/16/24

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

Re: Report of the Police Department for August 2024.

In the month of August 2024, the police department received 388 calls for service. In addition to these calls 62 uniform traffic tickets were issued and 8 parking violations were cited. A breakdown of the calls for service is as follows:

Officers handled a burglary complaint involving the theft of a bicycle. There are no known suspects in this case. A Felony Arrest Warrant on charges of Falsifying Business Records was executed after a month-long investigation of a Theft Complaint. Charges of Petite Larceny were also filed under this arrest.

During a STOP DWI traffic detail a subject was found to be driving under the influence. Charges of Felony AUO1st, Driving While Intoxicated, Tampering with Physical Evidence, Criminal Possession of a Controlled Substance 7th, Operating out of interlock Restriction. The subject was turned over to CAP for arraignment.

A Misdemeanor Petit Larceny arrest was executed by officers after a lengthy investigation of stolen packages. This case was solved through a multi-agency collaborative effort.

A Misdemeanor arrest was made for Criminal Possession of a Controlled Substance after investigation of a traffic stop. The same individual was also charged with Aggravated Unlicensed Operation of a Vehicle-3rd at that time.

7 Traffic Stops resulted in 8 more Vehicle and Traffic Misdemeanor charges; 4 for Suspended Registration, and 4 for Aggravated Unlicensed Operation of a Motor Vehicle 3rd.

Officers responded to a Harassment complaint involving a business owner stating another business owner continued to relocate signage they had posted. The officer deemed the call to be an incident of Criminal Tampering. The complainant did not wish to pursue charges.

A Fraud report was received involving a resident stating they had been receiving text messages and phone calls from an unknown person saying money was owed to them. No personal information was conveyed by the complainant and no loss of money occurred. Officers advised the complainant to stay vigilant of any unknown charges on any financial accounts.

A Trespass complaint was filed by a local business stating that there had been a suspicious individual on the premises that they did not wish to return. The officers were able to make contact with the subject, who was advised that they were no

longer welcome back to that establishment. No further complaints have been received regarding this matter.

Several calls for Village Local Law violations were handled. One for Dog Control, two for Soliciting, and two for subjects being In the Park After Hours. Officers issued warnings to the parties involved. No citations were issued.

An arrest on a Warrant was made after officers from a collaborating agency found a subject to have an active warrant out of CHPD. CHPD officers took custody of the subject and turned them over to the CAP for arraignment.

The following 12 charges were filed by CHPD Officers: Felonies: 1-Falsifying Business Records. Misdemeanors: 1-Criminal Possession of Controlled Substance 7th, 2-Petite Larceny, 4-Suspended Registration, 5-Aggravated Unlicensed Operation of a Motor Vehicle 3^{rd.} 2-Taken into Custody MHY 941/945. 2-Warrant Arrests.

Five Motor vehicle accidents were investigated including three with personal injury. An additional accident, which occurred in the village, was investigated by an assisting agency and reportedly involved a deer.

No further incidents involving deer were reported.

12 calls for service were completed under the Tompkins County Mutual Aid Agreement, 10 involving CHPD officers assisting other agencies and 2 involving other agencies assisting CHPD officers.

Over the course of the month, Officers took part in the following training and/or events: On the 7th Officer Miller joined the staff at BOCES during the annual Community Day. Officer Miller also joined Cayuga Heights Elementary School on the 20th for Public Safety Day. Officers Barr and Langlois conducted two Commercial Vehicle Details; on the 13th and 27th. Officer Langlois conducted a STOP DWI traffic detail on the 16th and a PTS speed detail on the 29th.

The full-time officers worked a total of 28.5 hours of overtime and the part-time officers worked a total of 232 hours.

Sincerely,

Chief Jerry Wright

Clerk's Report:

We have received some qualified applicants for the A.S.P.W over the last week through Indeed.

NYSERDA Contracts for the Solar project on the WWTP have been completed and submitted.

The Lobby Computer has been installed and we are now accepting court payments and permit payments in the lobby. This computer will also allow individuals to file permits before meeting with Brent.

Surplus Vehicles:

- 1. (2) 2018 Dodge Ram Pickup Trucks Vin# 3C7WRLAJ5JG320763, Vin# 3C7WRLAJ3JG320762
- 2. (1) Billy Goat Leaf Vacuum
- 3. (1) 1972 GMC Brush Truck Vin #1GDP7H1J9NJ525054

We started our second to last month with 10 properties still unpaid.

09-12-24 10:42:03

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Village of Cayuga Heights - 2024 - 2025 - Village Tax Collection Trial Balance - All Swis Codes 09-12-24

Original Warrant Adjustments	3,277,301.66 0.00	
-	=======================================	
Adjusted Warrant	3,277,301.66	
Full Payments	3,246,958.86	
Penalties	5,298.70	
Total Collections	3,252,257.56	
Taxes Outstandin	g 30,342.80	