



[Zoom Link 4118425407](#)
Village of Cayuga Heights
Board of Trustees Monthly Meeting
January 15, 2025 7:00 p.m.

	EXHIBIT/PAGE
1. Call To Order	
a. Approval of December 18, 2024 Meeting Minutes	2025 - 081 pgs. 2-11
2. Report of the Fire Superintendent Tamborelle: Submitted Report	2025 - 082 pgs. 12-13
3. Privilege of the Floor:	
4. Report of Treasurer Dolch: Submitted Report	2025 - 083 pgs. 14-15
5. Report of Mayor Woodard	
a. FYE 2024-2025 Budget Update	
b. Schedule the Annual Budget Workshop	
c. Schedule the Village Annual Organizational Meeting	
d. WQIP Land Acquisition Grant Proposal	2025 - 084 pgs. 16-17
6. Report of The Trustees:	
7. Report of Superintendent of Public Works Cross:	
8. Report of Police Chief Wright: Submitted Report	2025 - 085 pg. 18-19
9. Report of Assistant Superintendent of Public Works Cowder:	2025 - 086 pg. 20
10. Report of Clerk Walker: Submitted Report	2025 - 087 pg. 21
a. Annual MCA Agreement for GTCMHIC	
11. Report of Attorney Marcus:	
12. Adjournment	

EXHIBIT 2025 - 081

Zoom ID # 4118425407

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

**December 18, 2024
7:00 p.m.**

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton (arrived at 7:36 p.m.); Fire Superintendent Tamborelle, Treasurer Dolch, Police Sergeant Manning, Superintendent of Public Works Cross; Assistant Superintendent of Public Works Cowder; Village Attorney R. Marcus; Village Clerk Walker.

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

2a. Approval of the November 20, 2024 Meeting Minutes (Exhibit 2025-075)

Resolution: 9717

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the November 20, 2024 Board Meeting Minutes as presented.

Motion: Trustee Biloski

Second: Trustee Conway

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

Nays: none

Abstentions: none

Motion Carried

2. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2025-076)

•Fire Superintendent Tamborelle states that the probationary class of recruits has had several finished the required training.

•Fire Superintendent Tamborelle states that they took delivery of the new air packs, and we will pay the vendor on the January Abstract.

•Mayor Woodard asks why the CHFD has been so busy this year.

•Fire Superintendent Tamborelle states that they have seen an increase in the number of mutual aid calls with Ithaca, and Lansing. This year the system just saw more calls.

•Fire Superintendent Tamborelle states that they have developed a survey and felt the feedback was positive. We still need to develop an overall training schedule that would not disrupt the current members.

- Trustee Conway states that he noticed in the monthly report the new engine truck will not be coming in until the spring of 2026 how does the budget process work in this type of situation?

- Fire Superintendent Tamborelle states that this situation is different than in the past where we pre-paid to lock in the pricing. In this case, the delivery was so far out we did not see a way to do that.

- As a reminder the Town of Ithaca will be responsible for forty percent of that cost. See the old truck and that money would go back into the General Fund.

- Clerk Walker states that the Village also receives \$10,000 from Cornell University each year for four years to offset equipment costs.

3. Privilege of the Floor: No members of the public wished to speak.

4. Report of Treasurer Dolch: Submitted Report (Exhibit 2025-077)

- Treasurer Dolch states that the November bank-to-book reconciliations are complete.

- Treasurer Dolch states that she has shared the upcoming fiscal year budget spreadsheets with the department heads to begin discussions with committee members.

- Treasurer Dolch states that the only action item she has to present tonight is Abstract 7.

Resolution: 9718

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Abstract # 7 for FYE2025 consisting of TA vouchers 48 - 55 in the amount of \$17,171.81 and Consolidated Fund vouchers 467 - 541 in the amount of \$437,701.12 and the Treasurer is instructed to make payments thereon.

Motion: Trustee Biloski

Second: Trustee Rennekamp

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

Nays: none

Abstentions: none

Motion Carried

6. Report of Mayor Woodard

a.Six-Month Budget Update: Mayor Woodard states that we are six months into our fiscal year, and we are in good shape.

- Mayor Woodard states that she has been analyzing the water consumption and year after year we are in good shape to budget water rates.

•Mayor Woodard states that we have about \$400,000 in fund balance. This is not the case for the sewer fund. Rates will have to increase in June 2025.

b. Cargill Salt Mine Resolution: The NYSDEC has given notice of a deadline for public comment on the Negative Declaration to Cargill as they seek to renew and modify its permit to dispose of 360 Million gallons of wastewater in the 6-level region of the mine.

•Mayor Woodard states that the deadline has now been extended to January 19, 2025.

•Mayor Woodard states that we are being asked to support a resolution extending the public comment period until February 18, 2025.

•Trustee Hubbell states that the NYSDEC and Cargill need to be more transparent with all the communities surrounding Cayuga Lake. The brine waste that they intend to flood the mine will erode the infrastructure under the lake and possibly create an environmental disaster.

•Mayor Woodard states that this does not make any sense why the NYSDEC would allow this to happen.

Resolution: 9719

Resolution Regarding Cargill Incorporated's Permit Application for the Cayuga Salt Mine

WHEREAS, Cargill Incorporated has submitted a permit application (0-9999-00075/00001) to renew and modify its Mined Land Reclamation Permit for the Cayuga Salt Mine, which includes plans to flood the abandoned S3 Zone of the mine beneath Cayuga Lake with wastewater, potentially impacting the environment and the community;

WHEREAS, the New York State Department of Environmental Conservation (DEC) has declared itself the lead agency under the State Environmental Quality Review Act (SEQR) and issued a Negative Declaration despite the application being classified as a Type I action, which typically requires a more thorough environmental review;

WHEREAS, significant concerns have been raised regarding the adequacy of Cargill's application, including compliance with the Mined Land Reclamation Law, monitoring and treatment of waste materials, the potential for groundwater pollution, the stability of the mine, and the long-term reclamation of the affected areas;

WHEREAS, the proposed flooding of the S3 Zone raises serious questions about the safety and environmental integrity of Cayuga Lake, particularly in light of prior instability noted in this area and the implications of storing not-fully-saturated brine beneath the lake;

WHEREAS, various stakeholders, including environmental groups and local officials, have expressed concerns regarding the potential adverse impacts of Cargill's proposed activities, highlighting the need for a more comprehensive environmental impact statement and public engagement;

NOW, THEREFORE, BE IT RESOLVED that the Village of Cayuga Heights formally requests that the DEC:

1. Deny Cargill's permit application or rescind the Negative Declaration and require the preparation of a comprehensive Environmental Impact Statement to assess all potential environmental risks associated with the proposed activities.
2. Conduct a public hearing to allow for community input and address the substantive concerns raised by residents and stakeholders regarding the application.
3. Ensure that Cargill's Reclamation Plan and accompanying bond are revised to adequately address environmental protection and public safety, and that sufficient measures are implemented to prevent potential pollution and ensure the long-term stability of the mine and surrounding areas.

BE IT FURTHER RESOLVED that copies of this resolution be sent to Comment.CayugaSaltMine2023@dec.ny.gov, DEC Commissioner Dereth Glance (dereth.glance@dec.ny.gov), OGS Commissioner Jeanette Moy (officeofthecommissioner@ogs.ny.gov), and DEC Permit Administrator Jonathan Stercho (jonathan.stercho@dec.ny.gov) to ensure that the voices of the Village of Cayuga Height's residents are heard in this critical decision-making process.

Motion: Trustee Hubbell

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

c. Cayuga Heights Sidewalk Project:

- Mayor Woodard states that this project is running into delays and material costs have escalated. The project will break down into segments based on the results of any bids we receive.
- B. Cross states that Holt Engineers has completed the twenty five percent cost analysis and has determined that the project is much higher than expected.
- Mayor Woodard states that she would like Board input on where to go from here.
- B. Cross states that the Village would be on the hook for all the engineering costs and believes we should continue with the project.
- Trustee Robinson states that a sidewalk on Cayuga Heights Road has always been a high priority for Village residents. We must move forward but mindful of how much we can do with our own DPW staff.
- Mayor Woodard states that we will need to set up a reserve account for this project and budget extra money from the General Fund to support this project.

- Trustee Hubbell reminded the Board that we discussed reducing the fund balance over the next several years.
 - Trustee Rennekamp asks if we needed to complete a certain amount of the project to receive the two-million-dollar grant.
 - B. Cross states that this is very similar to the Walking Safe Cayuga Heights Grant where as long as we spend the dollars, they are awarded then there really is not a concern about the scope of services completed. We will need the NYSDOT to confirm this question.
 - B. Cross states that he and Trustee Biloski were at a county transportation meeting earlier this month and gave NYSDOT a heads-up that this project was going to be over budget.
 - Trustee Conway asks for clarification on how the Village would divide the work between the contractor and the Village DPW on this project.
 - Trustee Robinsons states that he suggests that the contractor complete the whole project with our DPW staff taking sections that the contractor might subtract out.
 - B. Cross states that we are still a year out before bids would be accepted. One idea the Assistant Superintendent of Public Works Cowder produced would be to have the contractor complete everything and then we would contract with the cement company to fill the walkway.
- d. February and April Village Board Meeting:** Both meetings fall on school breaks and Mayor Woodard wanted to make sure we will have a quorum.

- Trustee Salton arrives at 7:36 p.m.

- Mayor Woodard states that it looks like we will be fine for February and can revisit the April meeting when we get closer to April.

6. Report of the Trustees:

- Trustee Salton states that the Executive Committee for the Health Consortium met, and net income shows a loss of two million dollars. Pharmaceuticals rebates are going to be over six million dollars. The result is claims were much higher than budgeted.
- Mayor Woodard asks if the Consortium is still growing in membership.
- Trustee Salton states that yes, in fact, ten more municipalities are looking to join in the upcoming year.
- Trustee Salton also states that more and more municipalities are mandating that members join a Medicare Supplement plan once eligible.
- Clerk Walker states that the Village made that language change last year.

a. Village Administrative and HR Committees Update:

- Trustee Biloski states that Deputy Clerk Jacot is looking into the costs of supplying a Village cell phone versus paying employees a monthly stipend. The committee requested more information on insurance, type of phone, and terms of service.
- Clerk Walker noted that they did find out there would not be any insurance on the phones.

b. Village Wastewater Treatment Plant Committee Update:

- Trustee Robinson states that Phase 2.1 trickling filter arms have been repaired, and we are waiting for the parts to complete the work on the rail system in the spring.
- Trustee Robinson states that the WWTP roof preparation for the solar panel project will take place in the spring as well.
- Trustee Robinson states that GHD is working up cost numbers for some other “phase 3” projects that will have to be budgeted and will be setting up reserve accounts for those projects.
- Mayor Woodard states that the Plant-to-Plant Agreement is due to expire, and we still do not have a City of Ithaca representative for these discussions.
- Mayor Woodard states that one of the reasons we have this agreement is so we can send sewage down the Kline Road Bypass so our plant does not go above the NYSDEC requirements of a maximum capacity of two million gallons a day.
- Mayor Woodard states that after discussions with NYSDEC we have learned that number is not a concern for them anymore. The only concern with the Village plant going forward is instantaneous inflow that the plant may not be able to handle.
- Mayor Woodard states that is great news for us and gives the Village a better sense of when we need to open the Kline Road bypass and with negotiations with the Plant-to-Plant Agreement.
- Trustee Robinson states that when NYSDEC stated we did not need to expand the plant, and that our upgrades, and I & I exploration along with the bypass has changed their concern.
- B. Cross states that NYSDEC’s has more focus with the annual average flows and not the monthly flow numbers. The concern is when we reach 95% of our capacity annually which would mean 1.9 million gallons and annually we have never have passed 1.2 or 1.4 million gallons.
- B. Cross states that this news will allow us to issue permits without fear of too much capacity. It turns out that we have half a million gallons of capacity to work with.
- B. Cross states that NYSDEC's main concerns are the regionalization of plant agreements for municipalities, and we are already ahead of others.

- Mayor Woodard states that we met with grant writer, Michelle Palmer, and she is going to submit a grant application for land acquisitions for municipalities. If awarded this would be used for the land next to our WWTP.
- A. Cowder states that one of the things NYSDEC stated was to increase the permit fees for commercial users of the WWTP.
- Mayor Woodard expanded that to say it was also recommended to put surcharges on those who were not assisting with I & I reductions.

c. Village Public Works Committee Update:

- Trustee Robinson states that the Walking Safe Cayuga Heights Project is complete.
- Trustee Robinson states that the committee is investigating putting a lighted sign down by the cemetery crosswalk.
- Trustee Robinson states that the Kline Road Sidewalk will be a high priority for the DPW this winter. We are looking at the idea of salting the steep parts.
- Trustee Robinson states that T. G. Miller is still evaluating the condition of the Renwick Brook Culvert Pipe.
- Trustee Robinson states that the oldest garbage truck is now in the shop which has delayed the new garbage truck conversion.

d. Village Finance Committee Update:

- Trustee Rennekamp states that the finance committee discussed how to get additional information from department heads for forecasting three to five years out on big purchases. This could help us set up reserve funds.

8. Report of Superintendent of Public Works Cross:

- Village Engineer B. Cross states that the only action item he has tonight is asking for the Board to approve reimbursing the owner of 174 Pleasant Grove Rd. for the cost of sewer cleanup.
- B. Cross states that during the NYSEG gas line replacement project on Pleasant Grove Road, the contractor dug through two or three sewer line laterals. We now know that one of them did not get fixed correctly (174 Pleasant Grove Rd.) and sewage backed up into the basement floor of that location.
- B. Cross states that the homeowner is asking for a refund of services in the amount of \$826.92.
- B. Cross states that he reached out to NYSEG, and they informed us that the homeowner would have to file a claim with them in order to get reimbursed for the cleanup. In the meantime, B. Cross has filed that claim for the Village to be paid but in an effort to satisfy the homeowner's inconvenience he would like approval to pay the homeowner now.

- Trustee Salton states that he needs more details on why this failed.
- Assistant Superintendent of Public Works A. Cowder states that the pipe was fixed but joint or firm connection rubber fitting created a ridge in the internal line which backed up the system.
- B. Cross states that in the future we will collect a deposit of \$1000 for any projects that are in the Village. This would allow us to have the money ahead of any damages caused by the contractor.
- Village Attorney R. Marcus states that the lateral was in the Village Right-of-Way so why would not it have been the homeowner's responsibility for the damages?
- Trustee Salton states that he had the same situation twenty years ago, once the lateral meets the main sewer line in the Village right of way is the Villages responsibility.
- B. Cross states that as with water lines, the Village has always taken responsibility for the maintenance and repair of lines in the Village right of way.

Resolution: 9720

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the payment of \$826.92 to the homeowner of 174 Pleasant Road for services expensed for the sewer lateral blockage that backed up and the Village will file a claim for reimbursement from NYSEG.

Motion: Trustee Robinson

Second: Trustee Hubbell

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 2025-079)

- Chief Wright was absent from tonight's meeting and Sergeant Manning was present to answer Board questions.
- Mayor Woodard asks Seargent Manning about the MVA involving a deer.
- Seargent Manning states that the accident happened on Pleasant Grove Road near Pleasant Grove Lane. The deer did run off and complaints of an injured deer were received which led to one of our part-time officers dispatching down behind the Village DPW.

11. Report of Clerk Walker: Submitted Report (Exhibit 2025-080)

- Clerk Walker states that he has some year-end updates to mention.
- Clerk Walker states that all employee and retirees' healthcare contributions have been updated and charged.
- Clerk Walker states the Village HRA expenses have been good again this year leaving around \$40,000 left over.
- Trustee Hubbell asks if there is a reserve fund for these monies.
- Clerk Walker states that we could create a reserve fund, and we could open that discussion at the Village Finance Committee.
- Trustee Robinson states that the expenses are measured as real dollars but is not sure the savings can be calculated as real dollars.
- Clerk Walker states that BRI is the HRA manager, and these numbers represent what the Village did not have to expense to Village employees for 2024. The premium savings on the Excellus side is a different number.
- Trustee Salton suggests that the Village Finance Committee take a look at where the true numbers are on savings outside of the HRA side.
- Clerk Walker states that on the topic of sump pump inspections, we finished out the year with twenty-seven inspections.
- Trustee Robinson states that he would like to know the number of illegally connected sump pumps we have encountered since 2021.
- Clerk Walker states that we have only found two or three illegally connected sump pumps in the last three years.
- Trustee Robinson states that originally, we thought this would be a source of our I & I problems and it has proven not to be.
- B. Cross states that unfortunately the effort we are putting into tracking this has not produced any real results and at some point, we might want to decide if this is worth continuing for the long term.
- Trustee Conway asks if this was a way to see if underground gutters or basement pumps were not connected to the sewer main in the house.
- B. Cross states that yes, since we have so many older houses we might find numerous connections, which has proven not to be the case.

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

13. Executive Session:

Resolution: 9721

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 no action 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 (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 Biloski

Second: Trustee Conway

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

Nays: none

Abstentions: none

Motion Carried

•The Board returned to an open meeting at 9:20 p.m.

•Clerk Walker presented a resignation letter from current Deputy Clerk A. Jacot as she has accepted a position at Tompkins County Workforce Solutions.

Resolution: 9722

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes accepting Deputy Clerk A. Jacot's resignation letter as of January 3, 2025, and wishes her the best in her future endeavors.

Motion: Trustee Robinson

Second: Trustee Rennekamp

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

Nays: none

Abstentions: none

Motion Carried

•Clerk Walker states that current part-time Deputy Clerk K. Perkins will come on board full-time to take over this vacancy.

Resolution: 9723

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes appointing current part-time Deputy Clerk K. Perkins to full-time with benefits as of January 2, 2025. No rate of pay changes at this time.

Motion: Trustee Robinson

Second: Trustee Biloski

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

Nays: none

Abstentions: none

Motion Carried

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

EXHIBIT 2025 – 082

January 15, 2025

Honorable Linda Woodard
Board of Trustees
Village of Cayuga Heights

Monthly Report December 2024

The final month of 2024 we ran 48 calls. We had 27 calls in the Village of Cayuga Heights, 16 calls in the Town of Ithaca and 5 mutual aid requests. There were 25 EMS calls and 23 fire responses. We were requested to an address on Sapsucker Woods Road in December for a possible structure fire. Our units responded to the call and when they dismounted the apparatus, they were confronted with a person carrying a bow who threatened them. Our crew immediately returned to the apparatus and contacted law enforcement. Our crew backed down the road and staged while the sheriff's department made contact with the individual. It turns out that they had been to this location several times through the day and this person was having a mental health crisis. We determined that there was no fire present at the scene and that our presence was making the situation worse, so we were cleared by the sheriff's department. We found that the individual was finally taken out of the apartment and taken for a medical evaluation. This is a perfect example of how when we encounter an unexpected situation our members fall back on their training. We cover mental health crisis situations regularly in training.

We ended 2024 with 650 requests for service. Our total for the district was 392 calls in the Village of Cayuga Heights, 212 calls in the Town of Ithaca and 46 requests for mutual aid assistance. We had 362 EMS requests and 288 fire responses. We had 26 more calls in 2024 than in 2023. This number may not seem very high, but 26 calls is an entire month of extra calls in a less busy year. The numbers reflect 3 structure fires in our district, 5 motor vehicle crashes and 2 vehicles vs. pedestrian calls. The volunteers of The Cayuga Heights Fire Department did not drop a single call in 2024. Our average time from dispatch to response for 2024 was 2.39 minutes and we averaged 9 members per call.

We slowed down our training in December. All of the recruits were able to complete at least their first sign offs, and several have completed the entire checklist. Almost all of the new members are taking the blended learning BEFO class to fulfill that class requirement. We did a couple of fun training sessions before everyone left for break. We held our annual road rally. This is a training course where the members are split into teams and given addresses in the district to find tasks to complete at each station. This allows all members a chance to sit in the officers' seat of a truck and direct the driver to the

location and assign the members tasks before arrival. The second was our annual Jeopardy night. We have a list of department related trivia that each team tries to answer first. These training courses are fun but also serve a very important purpose.

We did have a small leak that we found in our sprinkler system. We had to shut down the dry side of the system and order a new compressor that will be installed in early January. This is normal for a system that is as old as ours is. Thankfully we detected the leak quickly and were able to shut down the water before we had any damage.

We have been working on budget development for the 25/26 fiscal year. We had a kitchen design company come to the station to look at the bunker area kitchen. This area has always been too small for the number of bunkers that we have. We have had to add refrigerators to the dining area and purchase stand-alone cabinets for extra storage for the bunkers. The plan is to make the kitchen area larger and the dining area smaller. We are hoping to have a rough design soon that will allow us to get some quotes for the work.

Our December staffing was very low after the students left. A skeleton crew of members kept things going and all who were in town responded to more calls than usual. We will start seeing our members returning in early January and that will take some of the pressure off. We are very thankful for those who live here or stayed over the break.

We look forward to a safe new year.

Sincerely,

George Tamborelle
Fire Chief/Fire Superintendent

EXHIBIT 2025 – 083

**VILLAGE OF CAYUGA HEIGHTS
TREASURER'S REPORT
January 2025**

Revenues and Expenses:

December 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.

Budget Planning for FY2025-2026

The shared budget spreadsheets have been updated and shared with department heads. We are over halfway through the current fiscal year so its time to review all budget accounts with the respective committees and start thinking about FY2025-2026.

The budget workshop will be held on Saturday, March 22, 2025 from 9 am – 12 pm. Exact times for department heads TBA.

Contingency:

In December we received an invoice from Advanced Rehabilitation Tech for \$63,010.50 for work done last spring for Sewer Lining. We did not budget for this in the current budget. The finance team discussed this last week and decided that taking money from Contingency would be the best option. The \$2,263.50 that can not be covered by contingency will come from budgeted money in Sewer Lines – Contractual.

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves moving \$60,744 from G1990.400 (Contingency) to G8120.410 (Sewer Lines – Contractual) to cover the invoice from Advance Rehabilitation Tech.

Approval of Abstract 8:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract 8 for FYE2025 consisting of:

- TA vouchers 56-63 in the amount of \$16,771.80 and
 - Consolidated Fund vouchers 542-618 in the amount of \$675,376.16
- 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 December, 2024:

DATED: January 9, 2025

TREASURER

	Balance 11/30/2024	Increases	Decreases	Balance 12/31/2024
A GENERAL FUND - VILLAGE				
CASH - CHECKING	2,008,271.21	599,620.73	607,748.31	2,000,143.63
CASH - SAVING	121,678.68	4.02	98,177.63	23,505.07
CERTIFICATE OF DEPOSIT	436,426.19	2,967.88	0.00	439,394.07
NYCLASS GENERAL	1,645,401.77	281,426.94	400,000.00	1,526,828.71
PETTY CASH	450.00	0.00	0.00	450.00
TOTAL	4,212,227.85	884,019.57	1,105,925.94	3,990,321.48
CD SPECIAL GRANT FUND				
CASH	4,471.89	14,833.25	15,008.23	4,296.91
CASH - POLICE COMP TIME RESERV	27,715.39	0.00	0.00	27,715.39
CASH - ARPA Funds 2022	9,173.27	0.00	9,173.27	0.00
Fire Truck Reserve 2025	61,577.44	0.00	0.00	61,577.44
825 Hanshaw Reserve 2025	10,057.65	0.00	1,485.00	8,572.65
Police LETECH Grant	23,151.95	0.00	0.00	23,151.95
Solar Panels 2025	20,399.11	0.00	4,000.00	16,399.11
CASH - POL TRIAD GRANTS	2,463.16	0.00	0.00	2,463.16
CASH - BEAUTIFICATION SPECIAL	3,567.42	0.00	0.00	3,567.42
CASH - FIRE DEPT DONATIONS	41,023.94	0.00	0.00	41,023.94
RESERVE FOR BANK INTEREST	0.00	1,114.88	0.01	1,114.87
CASH - GENERAL POLICE DONATION	74,087.99	0.00	174.98	73,913.01
Water Main Reserve	31,781.66	0.00	0.00	31,781.66
TOTAL	309,470.87	15,948.13	29,841.49	295,577.51
F WATER FUND				
CASH - CHECKING	279,447.31	11,165.44	19,968.07	270,644.68
NYClass - Water	61,804.34	231.43	0.00	62,035.77
TOTAL	341,251.65	11,396.87	19,968.07	332,680.45
G SEWER FUND				
CASH - CHECKING	-63,777.63	4,388.37	240,169.11	-299,558.37
NYCLASS SEWER	86,397.10	323.52	0.00	86,720.62
Rail Loan - NYClass	1,004,771.61	3,762.49	0.00	1,008,534.10
TOTAL	1,027,391.08	8,474.38	240,169.11	795,696.35
H CAPITAL FUND				
CASH - CHECKING	-1,899,708.95	0.00	64,463.11	-1,964,172.06
NY CLASS	36,628.94	137.17	0.00	36,766.11
TOTAL	-1,863,080.01	137.17	64,463.11	-1,927,405.95
TOTAL	14,691.83	225,956.63	224,990.26	15,658.20
TOTAL	14,691.83	225,956.63	224,990.26	15,658.20
TOTAL ALL FUNDS	4,041,953.27	1,145,932.75	1,685,357.98	3,502,528.04

EXHIBIT 2025 – 084



January 4, 2025

Ms. Linda Woodard, Mayor
The Village of Cayuga Heights
836 Hanshaw Road
Ithaca, NY 14850

Re: Consolidated Funding Application WQIP and Environmental Facilities Corporation – Land Acquisition for Sewage Treatment Plant Expansion

1. It was a pleasure discussing the project with you and Brent Cross and I'm excited about your prospects for success with a grant submission for the expansion of the Sewage Treatment Plant through the Consolidated Funding Application (CFA). I appreciate this opportunity to submit a proposal for professional planning and grant writing services. It is understood that the Village will engage an engineer to prepare an engineering report outlining the need for land acquisition and expansion (engineer to contract directly with the Village for their services).

For the 2025 CFA Water Quality Improvement Program (WQIP) and Environmental Facilities Corporation (EFC), Templeton will provide the following services to assist in the submission of a funding application:

TASKS

Task One: Grant Preparation

2. Review 2024 grant available funding opportunities from the CFA program to determine requirements and prepare a project checklist.
3. Research grant programs and hold up to (4) calls or meetings with grant program staff.
4. Hold (1) project orientation/information meeting with Village officials and selected engineer to refine the scope of the project, and budget, and review the project checklist.
5. Hold (3) progress meetings with the engineers.
6. Coordinate with the engineer regarding technical aspects of the project such as completion of the engineering report and budget; incorporate their recommendations into grant application.
7. With assistance from Village staff and elected officials, compile the required documents and information needed to complete the grant application including reports, photographs, and letters of support, if required.
8. Compile the grant application for submission to the WQIP and EFC grant programs as appropriate to the project scope, including, but not limited to, the following:
 - a. Project Narratives
 - b. Relationships to regional and statewide policies and initiatives.
 - c. Previous, current, and proposed uses of the site.
 - d. Economic impacts.
 - e. Public Benefits
 - f. Project scope, budget, and timeframe
 - g. Review SEQRA requirements and evaluate the potential need for environmental review
 - h. Submit the above to the Village for review, discussion, and comment

- i. Rewrite portions of the grant to incorporate Village comments
- j. Electronically submit the grant application by the required due date (July 2025)

FEES

Task One Fees: Grant Preparation

Client/Engineer/Grant Agency Coordination Meetings:

Landscape Architect – 8 hours @ \$130.00(1 hour each, eight meetings) = \$1,040.00

Grant Preparation Tasks:

Principal Licensed Landscape Architect – 60 hours @ \$130.00 = \$7,800.00

Fee Schedule: The consultant proposes to perform the above-outlined services, as directed by the Village of Cayuga Heights, for the following fees:

Principal Licensed Landscape Architect \$130.00/hour

TOTAL SUM: to be paid under this agreement, excluding reimbursable expenses, shall not exceed:

Eight thousand, eight hundred, forty and 00/100 dollars (\$8,840.00)

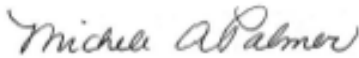
And shall include only those services outlined above that are necessary to prepare and submit the grant request. Any services requested in addition to those outlined above shall be in addition to the total sum agreed to in this contract and will be billed at the hourly rates shown above.

TERM OF AGREEMENT: This agreement shall begin on January 15, 2025, and will end on or before July 31st, 2025. Either party may cancel this agreement upon 30 days written notice to the other party. By written agreement of both parties, this agreement may be extended to provide additional services and/or future assistance, as needed.

Monthly Statements: The consultant shall submit a monthly invoice setting forth the actual time spent providing services under this agreement. The client agrees to pay the amount due within thirty (30) days of receipt.

Please call if you have any questions or if this proposal does not, in any way, reflect your needs. Thank you again for this opportunity to be of service.

Sincerely,



Michele A. Palmer, ASLA, PLA, LEED GA
Professional Landscape Architect

Michele A. Palmer DBA Templeton Landscape Architecture and Planning

Approved: _____ Date: _____
Village of Cayuga Heights

EXHIBIT 2025 – 085
Village of Cayuga Heights
Police Department



Jerry L. Wright
Chief of Police

1/9/2025

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

Re: Report of the Police Department for December 2024.

In the month of December 2024, the police department received 411 calls for service. In addition to these calls 38 uniform traffic tickets were issued and 2 parking violations were cited. The breakdown of the calls for service is as follows:

A complaint of a Felony Sex Offense was reported. The complainant did not want the matter investigated and therefore the case has been closed pending any changes initiated by the complainant. During a traffic stop the driver disclosed that they had a loaded firearm in the vehicle. They were arrested for C Felony Criminal Possession of a Weapon 2nd and taken to CAP Court for processing.

A charge of Criminal Trespass 3rd was filed during the investigation of a Trespass complaint. The suspect had previously been established Persona Non Grata and had an active warrant out of Cayuga Heights Court. They were taken into custody and transported to Tompkins County Jail. Two incidents of Fraud were handled. One person stated that they found several attempted purchases on their credit card that were declined by the bank. No loss of property was reported. Another person stated that they sent several thousand dollars to an unknown individual who contacted them on social media. Case information has been shared with the FBI for consultation. Two Larceny complaints are being investigated. One involves a stolen bicycle that had been secured on a bike rack. The investigating officer has requested further detailed information regarding the bicycle in order to pursue leads. The second involves items being taken from a business in the village. CHPD has obtained camera footage of the suspect from the business and the investigation remains open.

Six Traffic Stops resulted in 6 Vehicle and Traffic Misdemeanor charges; Five for Suspended Registration and One for AUO 3rd.

One Penal Law Violation of Trespass was reported which was previously mentioned in the Felony section above.

One complaint was received for a Village Local Law Violation involving Dog Control. The caller stated that the neighbor's dog was repeatedly unleashed and aggressive. The responding officer made contact with the dog owner and advised them of the Village's dog ordinance. The complainant did not wish to pursue charges.

Three Warrant Arrests were made: one by CHPD officers upon responding to a Trespass complaint and two through other agency contact.

The following 12 charges were filed by CHPD Officers: 1-Criminal Possession of a Weapon 2nd, 1-Criminal Trespass 3rd, 5- Suspended Registration, 1-AUO 3rd, and 1- AUO2nd and 1-Execute Arrest Warrant, 2-Execute Bench Warrant, and 1-MHY9.41 Custody of Mentally Ill Person.

Three Motor vehicle accidents were handled: including one involving a deer.

There were no other incidents involving injured deer.

13 calls for service were completed under the Tompkins County Mutual Aid Agreement, 11 involving CHPD officers assisting other agencies and Two for officers from other agencies assisting CHPD officers.

Over the course of the month, Officers took part in the following training and/or events: On the 6th Part time officers completed Taser 10 Training. On the 19th CHPD hosted the monthly County Investigators Meeting. On the 31st officers Manheim, Langlois and Lansing conducted New Year's Eve drunk driving details as part of the STOP DWI High Visibility Campaign.

The full-time officers worked a total of 33 hours of overtime and the part-time officers worked a total of 216 hours.

Sincerely,

Chief Jerry Wright

EXHIBIT 2025 – 086
Village of Cayuga Heights
Aaron Cowder – B.O.T Report
Jan 15th, 2025

Code Enforcement –

Training is going well. 2 of the 6 sessions are completed. #3 Session is next week 21st – 24th and exam the following week. The remaining 3 are set for Feb. March & April

Street & Sidewalks

Winter plowing, salting and sidewalk cleaning are in full swing. See both regular and OT call in time for this. Averaging 1-2 call ins per week and or bi-wk.

We are also cold patching as needed and when we do any repairs in the streets. We finally used up our supply of cold patch and picked up a new load for stock of winter mix material.

We have received 300 tons of the contractual 1000 we have in place for this winter. We have used about 250 tons to date. We placed an order for 200 tons this week to get us to ½ of our contracted amount for this winter.

Water –

Two water line repairs were made over the last few weeks. One Christmas Eve on Pleasant Grove Road main water feed to the tank. The other discovered by BP and fixed on Fri. 1/3 in the intersection of Devon & N Sunset.

Sewer –

Tracking devices have been installed in 5 various manholes in the village. These devices will be read every few weeks so the information can be analyzed by TG Miller in their continued efforts for I&I tracing for future repairs or notifications to others flowing into our system.

Garbage –

Normal trash, bulky and brush pickups occur also with the ending of leaf pick up mid-December.

Christmas trees have been gathered over the last few weeks as well.

The new old truck is ready to go along with the current undersized truck to have the compactor transferred. This will be soon and hopefully next week as long as the larger garbage truck is back form the shop and in good working order. Trucks were dropped off to Hacker's Packers on January 14, 2025. No estimate of return at this point.

Clerks Report:

Approval of the 2025 Amendment to the Municipal Cooperative Agreement for the Greater Tompkins County Municipal Health Insurance Consortium

WHEREAS, the Village of Cayuga Heights (municipality) is a Participant in the Greater Tompkins County Municipal Health Insurance Consortium (the "Consortium"), a municipal cooperative organized under Article 47 of the New York Insurance Law, and

WHEREAS, the municipal participants in the Consortium, including this body, have approved and executed a certain Municipal Cooperation Agreement (the "Agreement"; effective date of October 1, 2010), and

WHEREAS, Article 47 of the New York Insurance Law (the "Insurance Law") and the rules and regulations of the New York State Department of Financial Services set forth certain requirements for governance of municipal cooperatives that offer self-insured municipal cooperative health insurance plans, and

WHEREAS, the Agreement sets forth in Section Q2 that continuation of the Consortium under the terms and conditions of the Agreement, or any amendments or restatements thereto, shall be subject to Board review and upon acceptance of any new Participant hereafter, and

WHEREAS, the Municipal Cooperative Agreement requires that amendments to the agreement be presented to each participant for review and adopted by a majority vote by its municipal board, and

WHEREAS, the Village of Cayuga Heights (municipality) is in receipt of the proposed amended Agreement and has determined that it is in the best interest of its constituents who are served by the Consortium to amend the Agreement as set forth in the Amended Municipal Cooperative Agreement, now therefore be it

RESOLVED, that upon receipt and review of the amended Agreement, the Village of Cayuga Heights (municipality) approves at a meeting of the governing body held on January 15, 2025 and authorizes the Chief Elected Official to sign the 2025 Amendment to the Municipal Cooperative Agreement (Effective 1.1.25) of the Greater Tompkins County Municipal Health Insurance Consortium as recommended by the Board of Directors.