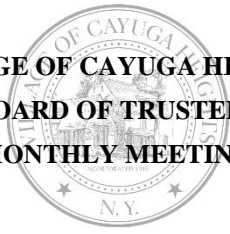


Minutes
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
MONTHLY MEETING

Monday, December 18, 2017
7:00 p.m.



Present: Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson; Police Chief Steinmetz; Superintendent of Public Work Cross; Assistant Superintendent of Public Works Wiese; Clerk & Treasurer Mangione; and Attorney Marcus.

Absent: Trustee Salton

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

Choose an agenda item.

1. **Privilege of the Floor**

No members of the public wish to speak

2. **Report of Fire Superintendent Tamborelle: (Exhibit 2018-090) Submitted Report***

The Fire department has several instructors offering annual First Aid/CPR training.

3. **Report of Mayor: (Exhibit 2018-091)**

a. Water Rate Effective January 1, 2018. Bolton Point has raised the rate 2 %, and 11 %. The Village will add 83% upcharge (\$1.00 per 1000 Gallons). Mayor Woodard asked Superintendent of Public Works Cross, if there were any aging water infrastructure problems in the near future. Superintendent of Public Works Cross, did not think there are any large projects, nothing we couldn't do within budget. Clerk & Treasurer Mangione, said the Village has bond payments of \$90,000 for 3 more years to cover the 1,000,000 Bolton Point project that increased water (fire) flow though the Village. Trustee Marshall inquired about an increase in numbers of leaks. Superintendent of Public Works Cross confirmed, Bolton Point is good about informing the Village of water leakage.

The Internal Water and Sewer Rates to become effective on January 1, 2018. The Village's first internal billing is in February for to period October 16, 2017 through January 15, 2018.

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 10,000-gallon minimum; and

WHEREAS, the Commission believes it is advisable to adopt a new water rate billing structure based on a 5,000 gallon minimum; and

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, 2018.

WHEREAS, the Commission has established minimum base charges listed on the SCLIWC – Bolton Point Water System 2018 Water Rate Billing Structure addendum

NOW, THEREFORE, the Village of Cayuga Heights Board of Trustees establishes the following minimum base charges.

Resolution #XXXX

BE IT RESOLVED THAT: the Board of Trustees authorizes the Mayor to increase the Water rate surcharge \$.95 per 1000 gallons consumed.

Motion: McMurry

Second: Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays:

Abstentions: None

Motion carried

b. Segelken Property Number Designation: (Exhibit 2018-092) The owner-occupied property is classified as a 2-family dwelling. The owners would like a separate mailing address for this apartment.

WHEREAS, the Tompkins County Department of Emergency Response (DoER) oversees emergency dispatch and communications systems that allow residents to dial 911, and;

WHEREAS, 911 is the number to report a police, fire, or medical emergency that requires the immediate presence of police officers, fire fighters, or emergency medical personnel, and;

WHEREAS, new address designations are approved by a municipality's governing body.

NOW, THEREFORE, BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves 114 A Texas Lane as the designated address for the accessory apartment located at 114 Texas Lane.

Motion: McMurry

Second: Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays:

Abstentions: None

Motion carried

4. Report of the Trustees: (Exhibit 2018-093a, b, c) Trustee Marshall informed the Board on the Electric Charging Station. This station has a smart phone locator, and a payment screen application. Trustee Marshall has a contact in California and has inquired about more specific details. The location will require 2 parking spots, the Village might have to communicate with Dr. Rubenstein who owns most of the parking area around Village Hall. The cost associated with the charging station, \$1370 one time with the NYSERDA Rebate. Chief Steinmetz informed the Board that the front parking spaces are reserved for the police department staff. The Village will contact Dr. Rubenstein about the location directly behind the Police Department.

Resolution #XXXX

BE IT RESOLVED THAT: the village of Cayuga Heights Board of Trustees Approves the Mayor to sign the contract with Evconnect contingent upon 2 spaces become available to develop for the electric charging station, whereas multiple vendors are not available and it has been determined that competitive bidding was not an option.

Motion: Robinson

Second: Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays:

Abstentions: None

Motion carried

5. **Report of Police Chief Steinmetz (Exhibits 2018-093 a, b, c) Submitted Report***

Calls were normal and overtime hours were down this month. Officer Arsenaault has started training. Chief Steinmetz informed the Board, the department is on a heightened alert for car burglaries.

6. **Report of Assistant Superintendent of Public Works (ASPW) Wiese (Exhibits 2018-095) Submitted Report***

The Highland Rd. project has been suspended until Spring. The leaf collection will end on December 19, 2017. As for the generator project, the meter will be relocated to the outside of Marcham Hall. The budget number for the generator project is \$25,000

7. **Report of Village Engineer and Superintendent of Public Works Cross**

The WWTP had a good November and better December. GHD will have a pre-project meeting with all the other municipalities to discuss the Influx and Infiltration issues (Amendment #4) that will take place this Spring. The RFP Traffic Consultant was sent out on Friday, firms have until the end of January to respond. In response to Dryden protesting a Natural Gas pipeline, NYSEG has a "non-Pipe" alternative which is a Natural Gas Compression project. A Possible site is on Hanshaw Road in the Village. The concept is to move gas faster in high demand periods. The Board is not aware of the exact location. Attorney Marcus suggested contacting Kendal of Ithaca as a possible location.

8. **Report of the Clerk & Treasurer (Exhibits 2018-096 a, b, c) Submitted Report***

The DPW did an amazing job helping move the Clerk's office during the floor refinishing. Informational Aide Johnson is the only non-county employee permitted to expand forms in Laserfiche. The Village Server is likely failing, HPM is looking into costs for a new server. The Village floors refinishing project is on hold until the contractor finds out why the application is not up to par.

Resolution #XXXX

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves Abstract #07 for FYE 2018 consisting of TA vouchers 54-78 in the amount of \$36,519.74 and Consolidated Fund vouchers 455-543 in the amount of \$220,135.58 and the Treasurer is instructed to make payments thereon.

Motion: Biloski

Second: Marshall

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry and Robinson

Nays:

Abstentions:

Motion carried

Blue Heron Construction Company has issue with the Village not paying the sales tax portion of the invoices. The State of NY sent Clerk and Treasurer Mangione a letter stating we are Tax Exempt agency. We have paid the bill from Blue Heron less the \$4000 tax submitted.

9. **Report of Attorney Marcus**

Nothing to Report

10. **Trustee Discussion of the Zoning Law Draft:** Planning Board Chair, Cowett, put together all the changes from the last Board discussion. **See Attached***. The R-2 Zone idea will not be considered in the new Zoning Law Draft. There is a small number of dwelling that are classified as multi-family. The Board continued with the short-term rental topic, an owner-occupied rental could rent up to 28 days, non-owner occupied they can only rent for 14 days. A short-term rental permit will need to be a stand-alone local law, The Board will require the home owner to apply and hold a current Village Permit. Air B & B has a list of rules and regulations of the municipality on a host's page. The Board agrees to annual permit fee of \$125.00 and failure to obtain a permit could result in a maximum fine of \$250.00. The Zoning Code Officer will be responsible for enforcement. The Rental Log, hosts maintain will help the Village keep track of the number of allowable rental days. Mayor Woodard will contact the legal team at Air B&B for information on how to manage hosts in the Village. After these revisions are updated the Board will schedule a Public Hearing at the January Board of Trustees meeting.
11. **Trustee Discussion of the Zoning Law Draft:** Cookies are passed around the table. Planning Board Chair, Cowett, put together all the changes from the Boards discussion. **See Attached***. The R-2 Zone idea will not be considered in the new Zoning Law Draft. There is a small number of dwelling that are classified as multi-family. On short term rentals, if it is an owner-occupied rental then, they can rent up to 28 days, non-owner occupied they can only rent for 14 days. A short-term rental permit will need to be a stand-alone local law, The Board will require the home owner to apply and hold a current Village Permit. Air B & B has a list of rules and regulations of the municipality on a host's page. The Board agrees to annual permit fee of \$125.00 and failure to obtain a permit could result in a maximum fine of \$250.00. The Zoning Code Officer will be responsible for enforcement. The Rental Log, hosts maintain will help the Village keep track of the number of allowable rental days. Mayor Woodard will contact the legal team at Air B&B for information on how to manage hosts in the Village. After these revisions are updated the Board will schedule a Public Hearing at the January Board of Trustees meeting.
12. **Executive Session**

Resolution #XXXX

THEREFORE, BE IT RESOLVED THAT, An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for the purposes of subsection (d) discussions regarding proposed, pending or current litigation; (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.

13. **Meeting adjourns at XX:XX p.m.**

DRAFT