

Minutes
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
MONTHLY MEETING



Monday, October 15, 2018
7:00 p.m.

Present: Mayor Woodard; Trustees: Biloski, Marshall, McMurry, and Salton; Police Chief Wright; Superintendent of Public Work Cross; Assistant Superintendent of Public Works Wiese; Treasurer Mangione; Clerk Walker; Attorney Marcus

Call to Order: Mayor Woodard calls the meeting to order at 7:04 p.m.

Approval of Meeting Minutes: September 17, 2018 (Exhibit 2019-066)

RESOLUTION # 8306

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the September 17, 2018 Board of Trustees Meeting Minutes as presented.

motion: Trustee McMurry

Second: Trustee Marshall

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

Nays: none

Abstentions: none

Motion carried

Approval of Meeting Minutes: September 25, 2018 (Exhibit 2019-067)

RESOLUTION # 8307

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the September 25, 2018 Board of Trustees Meeting Minutes as presented.

Motion: Trustee Biloski

Second: Trustee Salton

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

Nays: none

Abstentions: none

Motion carried

Report of Fire Superintendent Tamborelle – Submitted Report

The fall recruitment class yielded 17 new volunteers, and training will begin on October 13, 2018.

Trustee Robinson arrived at 7:10 p.m.

Privilege of the Floor:

David Gludish, a Village resident, expressed concerns regarding the safety of the intersection and pedestrian crossing at Hanshaw, Highland, and Upland Road. The speed of the downhill traffic from Hanshaw Road is his main concern with pedestrian crossing at the two peak times 8:00 a.m. and 2:00 p.m. Mayor Woodard informed the public that the Board is going to address this topic later tonight.

Trustee Friend arrived at 7:32 p.m.

Report of Mayor

A. Adam Langlois Resolution

The Cayuga Heights Police Department interviewed 7 individuals for a full-time patrol position and have recommended Officer Langlois for the position. Officer Langlois has worked for the Village part-time for the last 3 years and as a Tompkins County Deputy Sherriff for the past 12 years.

RESOLUTION # 8308

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes Mayor Woodard to offer Adam Langlois the position of full-time Patrol Officer with the Village of Cayuga Heights Police Department. This position will start on October 21, 2018 at the step 2 level with a salary of \$66,750.00

Motion: Trustee Marshall

Second: Trustee Biloski

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

Nays: none

Abstentions: none

Motion carried

B. Sergeant Candidates

Police Chief Wright stated that the Sergeant’s exam list expired in August 2018. Therefore, the three candidates for the Sergeant position need to re-take the exam before the position can be filled. While Chief Wright is looking into the Civil Service Law to see if there is another option, it is most likely that the Sergeant’s position will remain open until the next exam is administered, and the results are received. At that point, interviews for the position will proceed.

C. Hanshaw, Highland and Upland Road Intersection

In addressing the idea of a stop sign on Hanshaw Road, Village Engineer B. Cross stated that the Department of Transportation defines Hanshaw Road as a “major” street and connecting streets as “minor” streets. NYSDOT and general engineering practice dictate that traffic should not be stopped along major roadways. B. Cross further feels that the accident history at this intersection does not warrant a traffic control device.

Police Chief Wright stated he was only aware of one accident in the last year. Trustee Robinson recently drove through the intersection of Highland Rd. He pointed out the stop sign line is too far back that it is hard to see oncoming traffic.

Trustee McMurry walks this area with her children and pointed out that many drivers are not obeying the 15-mph school zone speed limit. Her first choice for traffic control would be a stop sign on Hanshaw Rd. and having a police officer down there at key times could be helpful.

Trustee Salton suggested that the Village place speed signs on both sides of Hanshaw Rd. Village Engineer B. Cross offered to research a traffic control device that the crossing guards could activate during peak times to caution drivers.

Mayor Woodard suggested that the Village Board look in to a type of traffic control device or increase safety training for the crossing guards.

D. Leaf Season:

The Village needs to be more affective with dealing with leaves in the streets. This is a safety issue and drainage issue. Mayor Woodard is looking for ideas to inform residences that they have to the leaves out of the road. One suggestion is door signs to inform the residents of the proper procedures for leaf pickup.

E. Fred Cowett Resloution # 8309

RECOGNITION OF THE PAST AND CONTINUED OUTSTANDING

PUBLIC SERVICE OF FRED D. COWETT

WHEREAS, Fred D. Cowett has served the Village of Cayuga Heights with honor and distinction over many years, providing the Village with exceptional stewardship in the areas of Planning and Public Policy; and

WHEREAS, Fred has brought respect, honor, and integrity to his role as the Chair of the Village Planning Board, a position he has held since April 2014; and

WHEREAS, Fred previously served with distinction as a member of the Planning Board from April 2010 until April 2015; and

WHEREAS, Fred has also served as the Chair of the Zoning Review Committee which, over the course of four years, developed and drafted the Village's new Zoning Law; and

WHEREAS, Fred previously served as a member of the Zoning Board of Appeals from April 2008 until April 2011; and

WHEREAS, Fred significantly contributed to the drafting of the Village's Comprehensive Plan; and

WHEREAS, Fred is a member of the Shade Tree Advisory Committee, which ensured that the Village was designated as a Tree City USA by the Arbor Day Foundation; and

WHEREAS, Fred is also a member of the Bicycle-Pedestrian Committee, which works to create a more pedestrian and bicycle friendly environment in the Village; and

WHEREAS, Fred has consistently applied his considerable intellect, meticulous attention to detail, creative thinking, utmost professionalism, and unwavering dedication to the various roles he has played in Village government; and

WHEREAS, Fred has made a substantial contribution to the betterment of our community and the Village has received significant benefits from his exemplary service;

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

BE IT FURTHER RESOLVED by the Cayuga Heights Board of Trustees that the Village commits to plant a tree of a species and in a location on Village property of Fred's choosing as a token of our appreciation.

Motion: Trustee Salton

Second: Trustee McMurry

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

Nays: none

Abstentions: none

Motion carried

F. Bolton Point Update

Bolton Point water rates will increase by 4% in 2019. Mayor Woodard informed the Board that data shows water consumption is down throughout the County largely as a result of conservation efforts started as a result of the 2017 drought. The new water meters Bolton Point installed last year can take readings every 15 minutes, and Bolton Point has been proactive in informing customers of any increases in water consumption.

G. Traffic Study

The Board selected Bergman & Associates to do a traffic study, but would like to wait until mid-April 2019, when the Cayuga Medical Office building is complete. Bergman will honor the current quote if we sign the contract before the end of the year. Attorney Marcus will work up the contract with the Board's support.

Report of the Trustees

Trustee Biloski reported that General Code should be mailing the draft code back to us anytime.

Report of Police Chief Wright- Submitted Report

Emergency Response Training was conducted with Kendal of Ithaca. Safety training is scheduled for next month at Cayuga Heights Elementary School.

The 2013 Ford Taurus police vehicle will go to auction later this month. DPW also has a vehicle they will send to auction later this month.

RESOLUTION # 8310

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees declares the 2013 Ford Taurus V#1FAHP2M89DG148810 as surplus and furthermore authorizes Mayor Woodard to approve the auction bid for this vehicle once it has been received.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion carried

RESOLUTION # 8311

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees declares the 2001 Ford F450, V# 1FDXF47F51EB98363 as surplus and furthermore authorizes Mayor Woodard to approve the auction bid for this vehicle once it has been received.

Motion: Trustee Robinson

Second: Trustee Salton

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

Nays: none

Abstentions: none

Motion carried

Report of ASPW Wiese

Water valve services on East Upland Road were connected to the Upland Rd. main line. The two new 1- ton pickup trucks are having snow plows installed.

Report of Engineer Cross

A. CMC Address Resolution

Board approval is required to add a new address to establish a 911 designation. The new Cayuga Medical Office building is requesting the designation 905 Hanshaw Rd. Zoning Code Officer B. Cross informed the Board that Cayuga Medical might want to seek a variance on signage for the new building.

RESOLUTION # 8312

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 905 Hanshaw Rd. as the designated address for the Cayuga Medical Building located in the Corners Community shopping center.

Motion: Trustee Friend

Second: Trustee McMurry

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

Nays: none

Abstentions: none

Motion carried

Superintendent of Public Works B. Cross stated that the Infiltration and Inflows study from GHD is complete, and as part of the Phase 1 and Phase 2 WWTP projects we have to submit this data to N.Y.S. D.E.C.

B. T.G. Miller Proposal

The upper Cayuga Heights Road was last reconstructed in 1995 and has been at the top of our list for re-paving since 2015. We have delayed taking action on this road since there is a desire to for a pedestrian facility on that roadway. Drainage has become such an issue that B. Cross reached out to T.G. Miller to do some field survey work of drainage and feasibility of constructing sidewalks on the East side of the Cayuga Heights Road.

Two years ago, the Village Hired Barton & Loguidice for a conceptional study which allowed us to calculate the cost for the pedestrian facilities on the Cayuga Heights Road in anticipation of our application for a TAP grant.

Trustee McMurry stated Cayuga Heights Road could be eligible for a TIP grant but it could be 3-5 years before a grant is approved, and feels the options are narrowing for a pedestrian facility on Cayuga Heights Road. There was a discussion of whether we could address the drainage now and add the sidewalk in the future.

Trustee Marshall points out the T.G. Miller quote doesn't not mention drainage, B. Cross confirmed that drainage was a majority of the conversation with T.G. Miller's David Herrick.

RESOLUTION # 8313

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes Mayor Woodard to sign a revised contract with T.G. Miller for \$14,500.00 to conduct a survey and provide a conceptual design for drainage and pedestrian facilities on Cayuga Heights Road.

Motion: Trustee Marshall

Second: Trustee Friend

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

Nays: none

Abstentions: none

Motion carried

Report of the Treasurer - Submitted Report

The annual Village audit with INSERO took place this week. Their recommendations will be sent to us towards the end of November.

Abstract # 5

RESOLUTION # 8314

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves Abstract #5 for FYE2019 consisting of TA vouchers 33-42 in the amount of \$17852.00 and Consolidated Fund vouchers 260-352 in the amount of \$452,887.48 and the Treasurer is instructed to make payments thereon.

Motion: Trustee Salton

Second: Trustee Biloski

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

Nays: none

Abstentions: none

Motion carried

Report of the Clerk

A. NYMIR – Sexual Harassment Update

Training will be available through NYMIR Training University and Clerk Walker will review the policy and take the training.

A Village resident has submitted a letter to the Board, requesting a waiver of her quarterly water and sewer charges late fee. The Board confirms that, as a matter of policy, such fees cannot be waived.

Executive Session

Resolution # 8315

BE IT RESOLVED THAT: the Board of Trustees enter into Executive Session for the purpose of discussing 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 and discussions regarding proposed, pending or current litigation.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion carried

Resolution # 8316

BE IT RESOLVED THAT: the Board of Trustees exit from Executive Session and return to the open session

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Adjournment

Mayor Woodard adjourns the meeting at 10:20 p.m.

