

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, July 17, 2025, at the Village of Lansing 2405 N. Triphammer Road.

PRESENT: Mayor Ronny Hardaway; Trustees Susan Ainslie, Carolynn Greenwald, Pat Gillespie, Kathleen Yen; Clerk/Treasurer, Jodi Dake; DPW Superintendent of Public Works, John Courtney; MEO's, Chris Zavaski and Nick Dean; Code & Zoning Officer, Mike Scott arrived late.

Zoom: Issac Walker

Mayor Hardaway called the Board of Trustees meeting to order at 12:00pm.

Courtney stated that the new park sign is installed. Between weather and asphalt plant breakdowns they have been working to get water breaks repaired from the winter and spring repaired. They have been mowing intersections. Because it is so wet and a lot of poison ivy this year, they rented a brush hog. They have been unable to get in to cut because there is lots of poison ivy. That is why the corner signs on Cayuga Heights Road have not been installed yet. Radar signs are installed on Dart Drive. Courtney would like the board to consider raising the speed limit on Dart Drive from 25mph to 30mph. Courtney stated that he would meet with Dake to start updating the highway code section of the Codification.

Courtney asked if anyone had concerns about increasing the speed limit on Dart Drive. Hardaway is concerned with the preschool at the corner. Courtney stated that school zones typically have different rules. The preschool doesn't qualify for school zone speeds. The section with the most problems is the long straight away. Courtney would like to put the speed limit back to the village/state standard of 30mph. Courtney stated that you must submit to the State Government to go lower than 30mph, so he is not sure how that road got to be 25mph in the first place.

Scott arrived.

The new radar signs that were installed can collect data. We can collect data for a month before we decide on whether to change the speed limit on Dart Drive. Gillespie stated that UCNS is moving to Lansing United Methodist Church. Gillespie also thinks that Cornell University will be selling the property that formally housed the preschool. Hardaway would like to look at the speed sign data at the August noon meeting.

Courtney stated that drain repairs were finished on Dart Drive. There was a water main break on Northwoods Road a couple of weeks ago. Bolton Point has fixed a lot of leaks. Crack sealing is complete.

They have been working on the Janivar Drive Trail between Leifs Way and Janivar Drive. There was an issue this morning with a resident that was upset with the dead ash trees being removed. Courtney explained to them that if it falls it would fall on their shed. Courtney spoke with Grossman on the legal issue. Trees were cut that would fall on the trail.

Courtney stated that he does not think it is necessary to install a streetlight at Wakefield/Churchill Drive. It is a dead-end road. Greenwald also looked at it and did not think it was necessary.

We do not want to light a trail head if the trail is not lit. Greenwald stated that it is unclear from the letter if it is one person's opinion or the neighborhood. Courtney stated that the intersection is lit with a streetlight. There are 5 houses on that road. That road is a right of way by use road. We have no easement for the waterline. Hardaway will reply to the resident's email to let them know we do not think it is practicable or financially responsible. Courtney will look at the signage on Wakefield/Churchill. It is a dead-end road, and he believes that signage is there.

Courtney stated that we did an LED conversion, which you will see on the NYSEG bill, that was approved back in 2023.

The Trustees discussed a potential CSC Consolidated Funding Application regarding grants for village sidewalks. Courtney wanted to talk about the grant for the Uptown & Craft sidewalk. The grant is to reduce the carbon footprint. Uptown Road is the only sidewalk he thinks qualifies. However, maybe a sidewalk to the doctor's office on Craft could justify the Craft Road sidewalk. There are already trails in the back of the apartments. It would be a 50% match because we are not a disadvantaged community. We would need to show a clear need, show that it connects to hubs and a proposed budget. We do not need plans. Courtney stated that the design is 50% completed. There is a lot of infrastructure which makes it hard to install a sidewalk. Greenwald wondered if we should submit both projects (Uptown/Craft). Courtney will help Greenwald with getting information to submit a grant. Hardaway suggested asking Jerry Sheng what he thinks about submitting one or two grants. Ainslie agreed. Uptown makes the most sense to go after. Courtney suggested that we make sure that there are no strings attached to this grant.

Hardaway stated that there is a planned park inspection from a previous grant the date is unknown. Ainslie stated that grant money is not free money. There is a lot of additional paperwork. Yen stated that this is a competitive bid process. There are timing requirements. Courtney suggested that we get the paperwork filled out and get the State account number to apply. Hardaway thinks it will be easy to get the State number. A Board resolution will also need to be done on July 21, 2025. Courtney agreed to send Greenwald information.

Scott stated that the International Code Council is still meeting and there are still no decisions on State code changes. Scott should know more after the STBOA meeting in September. Community Bank, Ross and Adelinas are all looking to open in the next month. The Planning Board is working on the uses in our Code. At Monday's joint meeting we may get an overview. There are some definitions that need to be updated/added.

Scott stated that he has issues with allowing carnivals. His concern is the living trailers. By the time he has voiced his concern they are gone because they are only here two days. The gray waters were an issue. We may want to allow carnivals but not allow them to live there in trailers.

Another issue is with Lakewatch having pop-up events. Scott has had many noise complaints. He is discussing with Attorney French what can be done. Hardaway suggested a point system for

violations. After many failed attempts, Scott has sent a certified letter to Lakewatch to get a fire inspection.

Regarding all the holes in the mall parking, there is an appearance ticket and French is writing up the papers to serve them. Scott hopes this will resolve the issue.

Scott asked the Trustees to consider appointing Mike Wallish to the BZA. Leopold has interviewed him. Wallish had an interest in the system when East Pointe II was coming in, he lives on Nor Way. We are short with attending members. Scott would like to have him approved so a meeting can be scheduled for next week. Dake stated that there is only an alternate position open so if the Trustees wanted him to be a member he would have to replace Devin Walker. Scott stated that he, Baker and Leopold have all tried to contact Walker and he is nowhere to be found.

Resolution #7192- Appoint Michael Wallish to Replace Devin Walker as BZA Member to a Term Ending 5/2027.

Hardaway moved to appoint Wallish. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Trustee Carolyn Greenwald-Aye
Trustee Pat Gillespie-Aye

Scott has received a few questions on how long people have to hook into the new sewer system. The Village needs to set a date that residents must connect to the new sewer line. The Code says that residents have three years to connect once it is installed. Courtney suggested that be August 1, 2028. Also, the Village should send out a notification letter out by Aug 1st and include the sewer law variance page of the Code. We will also direct them to the website in the letter. Courtney will get addresses from TG Miller. Courtney will start writing the letter and then the Trustees can edit the letter. Attorney French will write up an official resolution to approve this at the next meeting.

Greenwald stated that she and Baker met with Cornell Business & Technology Park representatives about the Code of Uses. She would like a discussion added to the agenda for the joint meeting on Monday. Greenwald will email the changes.

Zavaski stated that he has been doing roadside mowing.

Dake stated that she has been playing catch up since she was on vacation last week. Tax Bills are now past due. There is still around \$290,000 still unpaid. July water/sewer bills have gone out and are due by July 20th.

Dake asked who would be going to the NYCOM Fall Training School September 15-18th. Registration is open. Two Trustees and the Clerk/Treasurer were approved to attend at the Organizational meeting. Trustees Gillespie & Greenwald will be attending. Dake will get everyone registered.

Motion - To Approve Minutes from June 12, 2025

Hardaway moved that the draft meeting notes, as reviewed and revised by the Board, are hereby adopted as the official minutes. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Trustee Carolyn Greenwald-Aye
Trustee Pat Gillespie-Abstain

There is a change order from R.B. Robinson Contracting, Inc. that needs to be approved for the 2024 Utility and Sidewalk Improvements Dart Drive, Graham Road and Graham Road West Project. The change order includes 9 items which have been reviewed by Courtney and TG Miller's Dondi. Courtney stated that there were some infrastructure changes that they had not anticipated. A few trees were cut out of the contract also.

RESOLUTION #7193 - To Accept Change Order #1 from R.B. Robinson Contracting, Inc. for the 2024 Utility and Sidewalk Improvements Dart Drive, Graham Road and Graham Road West Project for a Net Decrease of \$2,912 for Nine Items

Hardaway moved this resolution and Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye
Trustee Patrick Gillespie-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

CSC Appointments

Hardaway will be stepping down as co-chair to resolve the issue with having 3 trustees in the CSC/CEC Task Force meetings. Hardaway will continue to serve as the required CSC Coordinator for the Village.

RESOLUTION #7194- Appointment of Kathleen Yen as Chair and Patrick Gillespie and Lynn Leopold, as members to the Climate Smart Communities (CSC) Task Force and Clean Energy Communities (CEC)

Be it RESOLVED, that Kathleen Yen is hereby appointed as Chair and Patrick Gillespie and Lynn Leopold as members to the CSC and CEC Task Force.

Hardaway moved this resolution and Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye
Trustee Patrick Gillespie-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

As was suggested at last month's Staff-Board of Trustee meeting, Hardaway has updated the Village of Lansing Videoconferencing Procedures document to refer to the "NYS Open Meetings Law, Public Officers Law, Article 7, §103-a. Videoconferencing by public bodies". Attorney French reviewed the document and made some suggested revisions. Hopefully, this will save us from having to change the procedures' expiration date every year or two.

RESOLUTION #7195 - To Update the Videoconferencing Procedures document to refer to the “NYS Open Meetings Law, Public Officers Law, Article 7, §103-a. Videoconferencing by public bodies”

Hardaway moved this resolution and Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye
Trustee Patrick Gillespie-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Yen wondered about the ADA requirement. Gillespie stated that videos need to be captioned on our website. Hardaway stated that it is automatic on YouTube. Hardaway will confirm this.

The following is the updated procedure:

**PROCEDURES FOR UTILIZING
VILLAGE OF LANSING VIDEOCONFERENCING LAW
Pursuant to Village of Lansing Code §49-5 (a)
and New York State Public Officer’s Law
§103-a.**

1. The Members of the public body shall be physically present at any such meeting unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances which include:
 - a. disability,
 - b. illness,
 - c. caregiving responsibilities, or
 - d. any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting.
2. Members of a public body do not have a right to attend meetings remotely but may participate remotely via videoconference only at the discretion of said public body.
3. These procedures shall be posted conspicuously on the Village of Lansing website.
4. These procedures may be modified by resolution of the Village of Lansing Board

of Trustees.

An explanation of New York State Public Officer's Law §103-a and its requirements is included on the second page of this document. Village of Lansing Code §49-5 (a) is modeled after, and conforms with Public Officer's Law §103-a.

The New Videoconference Procedure

As of April 9, 2022, the previous videoconferencing provisions found in Public Officers Law § 103(c) are removed, and public bodies wishing to conduct meetings via videoconference must comply with the new requirements of Public Officers Law § 103-a.

Specifically, Public Officers Law § 103-a(2) authorizes public bodies to conduct meetings using videoconference technology so long as a **quorum of the public body is physically present at one or more of the locations where the public can also attend in person**. This requirement can be satisfied, for example, if three members of a five-member public body are physically present in the municipal hall and the public is allowed to attend at that location or if three members of a five-member public body are participating via videoconference but from three different locations and the public is allowed to be physically present at each of those locations.

Additionally, the law requires public bodies comply with the following in order to conduct any meeting via videoconference:

1. The local government must adopt a local law or an individual public body must adopt a resolution after a public hearing authorizing the use of videoconferencing a. For itself and its committees or subcommittees or b. Specifying that each committee or subcommittee may make its own determination.
2. The public body must (a) adopt written procedures governing member and public attendance consistent with Public Officers Law § 103-a and (b) conspicuously post those written procedures on the public body's website.
3. Members of the public body must be physically present at one of the meeting locations at which the public can attend in person **unless the member is unable to be physically present due to extraordinary circumstances, as set forth in the public body's adopted meeting procedures, which include disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting**. Members of a public body do not have a right to attend meetings remotely but may participate remotely via videoconference only at the discretion of the public body.
4. Except in the case of executive sessions conducted pursuant to Public Officers Law § 105, the public body must ensure that members of the public body can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon.
5. The minutes of meetings involving videoconferencing must include which, if any, members participated remotely and must be made available to the public pursuant to Public Officers Law § 106.
6. The public notice for the meeting must (i) inform the public (a) that videoconferencing

will be used, (b) where they can view and/or participate in such meeting, and (c) where required documents and records will be posted or available, and (ii) identify the physical location(s) where members of the public body will be participating in the meeting and where the public can attend the meeting in person.

7. The public body must record each meeting that uses videoconferencing and such recordings must be posted or linked to on the public body's website within five business days of the meeting. The recordings must remain available for a minimum of five years thereafter, and recordings must be transcribed upon request.
8. The public body must provide the opportunity for members of the public to view the meeting via video. Additionally, at meetings where public comment or participation is authorized, members of the public must be able to participate in the proceedings via videoconference in real time. The public body must ensure that the videoconferencing provides the same opportunities for public participation or testimony as in-person participation or testimony.
9. A local public body electing to utilize videoconferencing to conduct its meetings must maintain an official website.

If a public body broadcasts its meetings or conducts its meetings via videoconference, it must use technology that permits members of the public with disabilities to access the video in a manner consistent with the 1990 Americans with Disabilities Act (ADA). Information on how meetings can be made accessible to attendees with disabilities can be found online at www.section508.gov/create/accessible-meetings/. In addition, local officials should consult with their municipal attorney to ensure compliance with this requirement. In summary, the Open Meeting Law's new videoconference provisions allow a member of a public body to participate in a meeting of a public body without allowing members of the public to be physically present at the location from which they are participating in the meeting if (a) extraordinary circumstances exists such as disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting, and (b) at least a quorum of the public body are participating in the meeting from a location or locations at which members of the public may physically attend in person. Note that the public notice for the meeting must inform the public that videoconference will be used at the meeting. In addition, Public Officers Law § 103-a continues to prohibit meetings from being conducted using only teleconferencing technologies.

Expiration of Videoconference and Emergency Meetings Provisions

The videoconference and emergency meeting provisions of Part WW of Chapter 56 of the Laws of 2022, as described above, took effect on April 9, 2022, [and have since been extended by New York State](#). [The provisions will expire as indicated](#) in NYS Open Meetings Law, Public Officers Law, Article 7, §103-a. Videoconferencing by public bodies.

[<https://opengovernment.ny.gov/system/files/documents/2024/06/oml-text-05052023.pdf>]

Dake asked if the Trustees wanted to approve the vouchers.

Resolution #7196- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 14 for the General Fund, in the amount of \$6,627.52 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the General Fund, in the amount of \$ 201,646.89 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the Sewer Fund, in the amount of \$204,056.10 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the Water Fund, in the amount of \$198,671.60, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 14 for the Water Fund, in the amount of \$1,058.50, is hereby approved for payment.

Mayor Hardaway moved that the foregoing Abstract of Audited Vouchers resolutions be adopted, and Trustee Ainsley seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye
Trustee Pat Gillespie-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

Gillespie left the meeting.

Isaac Walker, Cayuga Lake Watershed Intermunicipal Organization (CWIO) watershed manager, entered via zoom for a presentation. Roxanne Johnston, Chair of CWIO, was present to give a presentation. The purpose of the CWIO is to bring watershed municipalities together to work collectively and collaboratively on monitoring, protecting, and restoring the health of the watershed. Johnston explained that there are other watershed organizations such as Fingerlakes Watershed Network, Community Science Institute which does monitoring, and Soil and Water Conservation Districts. They all work together.

The Cayuga Lake Watershed is spread over 7 counties and 50 municipalities. CWIO brings municipalities together to be more effective. Our dues help to pay for the watershed manager. Johnston urged us to use him as a resource and get our monies worth. He can help write grants. CWIO gives direction/input to State officials which attend their meetings regularly.

There are clean water documents that are guiding documents. Guiding Documents need to be mentioned on your grant application to get you more points. The three are:

- Restoration and Protection Plan
- HAB's Action Plan
- Cayuga Lake TMDL for Phosphorous

Threats are storm runoff, harmful algae blooms, and invasive species. Issac presented the Solutions.

The 3 projects they worked on in 2024 were Town of Covert salt storage facility, Hemlock Woolly Adelgid Treatment, and Seneca County Road Ditch Assessment. The watershed manager and executive committee members participate in groups representing municipal interests. CWIO provides letters of support and public comment. They also provide outreach and education. They also have a 2025 work plan. One big thing is a Stormwater Management Planning Grant.

Village of Lansing Dues for 2026 will be \$1,661. In 2027 they increase to \$1,869 and then in 2028 to \$2,077. The dues used to be only \$900. They have increased to cover Isaac's salary as the new watershed manager.

Municipalities can support funding, appoint a representative and alternate, and submit project ideas. They encouraged us to use Issac for grant writing. Greenwald asked about treating lawns with chemicals. They have Landowners' material we can mail out. They will put something together for us. Also, Greenwald wanted to know how they picked Seneca County for ditching and will it be done by Tompkins County. Issac we could do the whole county. Tompkins County does have a ditch assessment. Ask what they have for the Village of Lansing.

Courtney asked for the data to support why more floods are related to climate change. The trend is to being warmer and wetter. Issac will get that information for Courtney.

Hardaway asked if they get 100% participation from everyone in the watershed. They do not. There is about 70% participation. Park Foundation did give them a grant.

The presenters left the meeting.

Greenwald stated that the Town of Lansing is in the process of coming up with a design for a sidewalk that would go from the schools to Myers Park.

Ainsley had nothing to report.

Yen sent 7 pages of Town of Lansing information in an email to the Trustees. They have four solar projects going on. It is negatively affecting the farmland.

Hardaway stated that we have received the signs designating us as a Bronze Certified Climate Smart Community. We will need to decide where to hang the two signs.

Cooling Centers in the Village are the YMCA and the Shops at Ithaca Mall.

Hardaway stated that we need to begin our discussion on the purchase of the land next to the Village of Cayuga Heights Sewer Plant on East Shore Drive. Hardaway met with Ruth Groff, Town of Lansing Supervisor, Linda Woodard, Village of Cayuga Heights (VCH) Mayor, Richard Robinson, VCH Deputy Mayor, and Brent Cross, VCH Engineer, to discuss the possibility of

purchasing land for a future expansion of the VCH Wastewater Treatment Plant. The vacant property under consideration is 969 East Shore Drive. The assessed land value: \$400,000.00

VCH is proposing that the Village and Town of Lansing negotiate the purchase of the parcel. Hardaway proposed that the sewer-related Group of 5 (VCH, VOL, TOL, Town of Dryden, and Town of Ithaca) contribute to the cost of the parcel's purchase based on their historical water usage. Sean Whittaker, the owner of the property, has also informally offered to carry a mortgage on the property if wanted.

The plans to expand the WWTP facilities would be a long-term goal and, according to VCH, would be dedicated to receiving and processing only sewage from the "Lansings." It was the consensus of meeting attendees that short-term purchase of the property is important to the expanding the WWTP's sewage capacity. There is a risk that the property "might" be sold to another party, and the option of expanding the WWTP facilities would disappear. Additionally, we are waiting for TG Miller to provide the cost estimate for completing their report on the details and cost of constructing the Remington Road Bypass, which is the short-term solution to the VCH WWTP's capacity. The Village has agreed to contribute to the TG Miller report's completion cost, and we will be expected to contribute to the construction costs of the Remington bypass. Our decisions will impact our sewer fund; therefore, we need to plan for future sewer-related appropriations.

Don Hartill's celebration of life is Wednesday, July 30th from 2-5pm.

Motion- To Adjourn

Yen moved for adjournment. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye
Trustee Carolyn Greenwald-Aye

Trustee Susan Ainslie-Aye
Trustee Kathleen Yen-Aye

The meeting adjourned at 2:40pm.

Jodi Dake, Clerk/Treasurer