



BOARD OF TRUSTEES
DON WILSON, JR., MAYOR
SHANE ELLIS, TRUSTEE
CHELSEA HEATH, TRUSTEE
DIANE DONNELLY, TRUSTEE
JEFF BEDELL, TRUSTEE

VILLAGE BOARD OF TRUSTEES REGULAR MEETING APPROVED MINUTES 02/08/2023

1. **Mayor Wilson call to order:** Mayor Wilson called the meeting to order at 6:58pm with the Pledge to the Flag.
 2. **Changes/Additions to Agenda:**
 - 2.1. Add 12.3 Village Budget Tax Cap
 3. **Presentations:**
 4. **Public Comment:**
 5. **Executive Session:**
 6. **Announcements:**
 7. **Approval of Minutes:**
 - 7.1. Approval of January 11, 2023, Minutes
 - 7.1.1. **Motion to approve the January 11, 2023, Minutes made by Deputy Mayor Ellis. Seconded by Trustee Bedell. 4/0 approved, 1 abstain.**
 8. **Correspondence:**
 - 8.1. Cayuga Lake Watershed Intermunicipal Organization Annual Report 2022
 - 8.2. Cayuga County Water Quality Management Agency 2022 Year End Report
 - 8.3. CCAV Dinner – February 28, 2023 – CJ’s Pub
 - 8.4. CCAV Minutes – January 24, 2023, Minutes
 9. **Village Departmental Report(s):**
 - 9.1. **Village Treasurers Report(s):** Lisa Schiminske – See Treasurer’s Report
 - 9.1.1. The Money Market Accounts that the money from Cayuga Foundation for Lakeview Cemetery and Harris Park (Village Office) have made the following interest (1/20/23-1/31/23) Lakeview Cemetery: \$23.49, Harris Park (Village Office): \$71.18. The rate for January was 4.42%.
 - 9.1.2. **Motion to approve the Treasurers report made by Deputy Mayor Ellis. Seconded by Trustee Heath. 5/0 approved.**
 - 9.2. **Codes:** Kevin Foster
 - 9.2.1. *Ms. Harris property/Village property – approximate right of way for the Village without having it surveyed based off of what the County map shows is from the telephone pole straight up to the concrete wall.
 - The Village will address any growth when it happens but will trim up the Village right of way.
 - *TYLIN Escrow agreement
 - Village Attorney sent a letter to INHS for the invoices that the Village has received to date from TYLin requesting their payment.
 - Attorney will type up an Escrow Agreement for the Board to review.
- *As for the Wheat St Apartment project it is currently on track.

*Will Wheat St be kept clean of debris while construction is going on? Answer – yes, if needed Code Enforcement Officer will have them use a street sweeper to ensure no excess debris on the street.

*INHS reached out on 1/18 regarding billing for water, asking if it was 1 unit on multiple meters- answer no every unit will have their own meter.

December 14 Attend Village Board Meeting
December 16 Office Hours
Issued Permit for Lake Street
Spoke with Sam at Real Property
December 20 Email TYLin Wheat Street Project
December 21 Spoke with Andrew at TYLin and gave Clerk information requested.
December 23 Office Hours
Email completed SWIPP to Planning Board
Follow up on OTR for Lake Street
December 28 Respond to Mayors Email regarding Harris Property
December 29 Trash Complaint Annin Street
December 30 Office Hours
Work with Clerk on Short Term Rental Forms
Meeting on Permit 222 Genesee Street
Issue Permit 6022 Lake Street Deck
Follow up on Trash complaint for short Term Rentals
January 5 Meet with Highway Department walk area of Stairs for any survey
Markers.
January 6 Office Hours
Completed C 404 Census Report
Meeting about merging lots 119.06-1-85.12 with 119.06-1-46
Phone calls and emails with Cayuga County Real property regarding right of way on Cadet Lane It was established that from Court Street to Center Street is an 16.5' Right of Way and from Center Street to the Lake is a 20' Right of Way
January 19 Spoke with Clerk regarding Dog Complaint
January 20 Office Hours
Called complainant about Dog Issue
Received request for 1203 Report Department of State
January 26 Email Victoria IHNS and Andrew from TYLin
January 27 Office Hours
Review 255 Wheat Street Project
Pages 4-5 9 16 17
Email Planning board final SWIPP for Wheat Street
Email Holbrook heating regards to permit requirements for hvac
February 3 Office hours
Submittal of 1203 report to Department of State
February 5 Email about CO detectors
February 7 Email about 6208 Lake Street detectors

Conformation from DOS on receipt of 1203 Report

February 8 Complete monthly Report for Village

9.3. **WWTP:** Bob Kneaskern

The plant has been running well. We have continued to work on preventative maintenance. There have been no issues to report. Please feel free to reach out with any questions or concerns. Thank you.

*Grout Tech – will discuss at Budget Work Session on Saturday 2/11/23

9.4. **DPW:** Dan Patterson

Streets:

- Leaves and brush.
- Plowing and Salting.
- Going to have to order first round of salt.
- Worked on plow truck.

Cemetery:

- Cleaning up brush.

Parks:

- Cleaning up trash and brush.

Office:

- Taking out trash
- Hanging pictures
- Working on bathroom

9.5. **Fire Department:** Chief Stefan Szozda – no report

9.6. **Waterfront Committee:** Chelsea Heath

9.6.1. The committee will be having a raffle coming up in the very near future.

9.7. **Rec:** Chelsea Heath

9.7.1. Trustee Heath will look into the Park Rental form to see if it needs any updating.

9.7.1.1. Regarding the parks being rented out the only exemptions from the rental fee are the Fire Department, and Village Events.

9.8. **Village Clerk:** Jen Ogburn

-Submitted the CHIPS Form for the Grinder rental from paving from August - Suit-Kote forgot to send an invoice for the Grinder, had to get all the paperwork to submit again.

-ABS installed everything on 2/1/2023, everything is up and working.

-Dave moved the computers around in the offices

-Typed up and sent out the Solar Energy Law to the Planning Board and Attorney for review – next meeting is on 2/14/2023.

-Set up a date for Patty and Cindy to come finish the 'History Corner' – will be in Friday.

- Working on coordinating with DPW who is coordinating with Springport to pick up filing cabinets so I can reorganize the records room and the front closet.

-Herrtrronics came and did their annual inspection on the Village Office

10. **Approval of Vouchers:**

10.1. Abstract #9 \$ Total Claims \$100,076.54

Abstract # 9	
A	\$24,329.57
F	\$70,100.00
G	\$2,639.03
TA	\$3,007.94
TOTAL	\$ 100,076.54

Motion to approve Abstract #9 with claims totaling \$100,076.54 made by Trustee Heath. Second made by Trustee Bedell. 5/0 approved.

11. Old Business:

11.1. LWRP

11.1.1. The document is still with the State, waiting to hear more from them.

11.2. Joint Water Agreement

11.2.1. Joint Water Meeting is on Saturday, February 11, 2023

11.3. NY Forward/DRI:

11.3.1. Have not heard yet for our region.

11.4. Possible Grant Opportunities for 2023

11.4.1. Mayor Wilson and Trustee Donnelly will be meeting with Kari from County Planning on Thursday.

12. New Business:

12.1. Fire Department use of Facilities for Win-a-Ton - Saturday, September 16, 2023

12.1.1. **Motion to approve the Fire Department use for McIntosh Park for the Win-a-Ton on Saturday, September 16, 2023 made by Deputy Mayor Ellis. Second made by Trustee Heath. Approved 5/0.**

12.2. CCAV Dinner Planning – March 28, 2023

12.2.1. Village hosts the CCAV dinner for the month of March – Speaker will be Kari Terwilliger from County Planning. Location will be Tinkers for \$100.00, Catering will be done by Cayuga Catering with the menu the board has approved. Clerk will meet with the Treasurer to finalize the price per person.

12.3. Village Budget Tax Cap

12.3.1. Village Attorney will draft a local law to override the Tax Cap

12.3.1.1. Reason for overriding the Tax Cap – looking to hire another Full Time DPW staff member.

12.3.1.2. Going forward after this year the Village will be able to collect the \$260,000.00 at the 2% State Tax Cap.

12.3.1.3. Cayuga has 276 properties with a tax rate of 7.48 with going over the tax cap this year, other surrounding villages such as Union Springs have 513 properties with a rate of 3.4.

13. Comments by Trustees:

14. Adjournment:

14.1. Motion to adjourn made by Trustee Bedell at 8:10pm. Second made by Trustee Donnelly. 5/0 approved.

Respectfully Submitted by
Jen Ogburn
 Village Clerk