



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, October 16, 2024
6:30 PM

AGENDA

SUBJECT TO CHANGE

Meeting is open to the public and streamed live on YouTube.

VIEW THE MEETING LIVE - TOWN OF LANSING YOUTUBE CHANNEL

To find our YouTube Channel - Go to www.lansingtown.com, click on the “YouTube” Icon (red square) located on the bottom left corner of our Home Page.

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Privilege of the Floor:** Limited to 20 Minutes with a Maximum of 3 Minutes per Speaker
 - a. Optional Board Member Responses – Maximum 2 Minutes per Board Member
5. **Department Reports**
 - a. **Highway Report** – Mike Moseley
 - b. **Parks and Recreation Report** – Patrick Tyrrell
 - c. **Director of Planning Report** – John Zepko
 - d. **Town Clerk Report** - Debbie Munson
 - e. **Lansing Community Library Report** – Annie Johnson
 - f. **Lansing Youth Services Report** – Richard Alvord
 - g. **Engineer’s Report** – Dave Herrick
 - h. **Tompkins County Legislator Report** – Mike Sigler
6. **Consent Agenda**
 - a. Resolution Authorizing Parks, Recreation and Trails Working Group to Draft a Request for Proposal (RFP) and Interview Consultants
 - b. Resolution Accepting the 2023 Year End Independent Outside Financial Report and Audit of Town Operations, Procedures, Funds, Cash Handling Procedures and Accounts
 - c. Resolution Hiring Part-Time Employee in Town Clerk Office
 - d. Resolution Authorizing Map-Plan for CWD Improvements Teeter Road Subdivision
 - e. Resolution Approving Audit and Budget Modifications and Supervisor’s Report
 - f. Resolution Approving Consent Agenda
7. **Motions and Resolutions**

- [a.](#) Resolution Memorializing Changes to Tentative Budget and Authorizing Preparation and Filing of Preliminary Budget
- [b.](#) Resolution Scheduling Public Hearing for Special Districts Proposed 2025 Budgets
- [c.](#) Resolution Scheduling Public Hearing for Town Preliminary Budget for 2025

8. Board Member Reports

- a. Councilperson Judy Drake
- b. Councilperson Laurie Hemmings
- [c.](#) Councilperson Christine Montague
- d. Councilperson Joseph Wetmore
- e. Supervisor Ruth Groff

9. Work Session

- a. Board/Committee Applicant Interviews
- b. Town Organizational Chart

10. Executive Session if Needed

- a. Motion to Enter/Exit

11. Adjourn Meeting

- a. Motion to Adjourn Meeting

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact the Town Clerk's Office at 607-533-4142. Request should be made 72 hours prior to the meeting.

TOWN OF LANSING

HIGHWAY REPORT

October 16, 2024

Sign Maintenance:

- Crews:
 - Worked to replace and repair signs around Town as needed
 - Cut limbs and brush around road signs

Tree & Brush Maintenance:

- Continued working:
 - To improve line of sight issues throughout the Town
 - Diligently to mow roadsides throughout the Town

Water/Sewer Maintenance:

- Crew worked to repair a 2-inch water service at Village Circle.
- By working with Bager, we have identified that the Town of Lansing does not have any lead pipe services at McKinney Point. I would like to praise my guys who had to hand dig a water curb box to determine if the service was copper or lead. The service was located inside of a garage.

Road Maintenance:

- Crews worked:
 - On Hillcrest Road erosion project. This is a shared cost project with Tompkins County Soil and Water. Special thanks to Angel and Brian for all their hard work.
 - To improve upon the infrastructure of drainage throughout the Town and replace as needed
 - To repair various patch jobs throughout the Town

Office:

- Mike attended the following meetings:
 - Bolton Point Commissions
 - Highway Barn
 - Bolton Point Engineering & Operations
 - Water, Sewer and Stormwater Committee
 - Project Review Committee
 - Solar
 - Lansing Highway Association
 - Department of Public Works
- Working with Dave and T.G. Miller on various projects.

Cross- Departmental Collaborations:

- Coordinated with Pat and Tyler on use of highway equipment.

New Highway Barn:

- Continue working with LeChase and Bergman:
 - To determine project costs
 - On schematic design, design and development

Intermunicipal Work:

- Working with Tompkins County Soil and Water on Hillcrest Rd.
- Thank you to the City of Ithaca Department of Public Works for their help in creating a sign for the Town of Lansing.
- Performed brush and limb pick up for the Village of Lansing residents.
- Assisted the Village with milling.

**TOWN CLERK
OCTOBER 2024**

BOARD/COUNCIL VACANCIES

Our office has posted the upcoming board/council vacancies on the Town’s website and bulletin boards. The Ithaca Journal, radio and school were notified. There are vacancies on the Planning Board, Zoning Board of Appeals, Conservation Advisory Council and Board of Ethics. Interested applicants may complete an application at <https://Ifweb.tompkins-co.org/Forms/TOLBCApplication> or contact our office. Incumbents wishing to be reappointed must submit an application for reappointment. Applicants must be at least 18 years old and a Town of Lansing resident. *Deadline for Applications is October 21, 2024.*

WATER, SEWER, AND STORMWATER COMMITTEE

Deputy Town Clerk Jessie Hall attended this meeting to discuss a pending outside user application. They also discussed changing the process in which applications are handled and inquiries about connecting. She has contacted the two residents and requested additional documents or information.

TRAINING

Laserfiche

Jessie and Ashley attended a Laserfiche user class held by the Tompkins County Clerk and General Code. Laserfiche is the repository for electronic Town records. It is a shared service that the County provides. This training covered a lot of tips and tricks on using the software.

Tax Webinar

Debbie attended another Association of Towns (AOT) tax webinar on September 26th.

New York State Archives

Jessie attended a webinar regarding conducting an inventory of paper records.

HUNTING LICENSES

Deer Management Permits (DMP/dae) tag sales ended on October 1, 2024, and the next round will open on November 1st. With no other DEC licensing agent in the Ithaca area, our office did see an increase in customers (Walmart, Dick’s Sporting Goods and the Town of Ithaca are no longer selling hunting and fishing licenses).

RELEVIES OF UNPAID WATER AND SEWER BILLS

Approximately 103 delinquent water accounts with balances totaling approximately \$30,000 will be relieved on 2025 Town and County Tax Bills.



LANSING COMMUNITY LIBRARY UPDATE TO THE LANSING TOWN BOARD
October, 2024

Submitted by Annie Johnson

1. Diane Booth hosted Zentangle Art for adults and teens on October 5th.
2. Don't forget that if the Library is closed, you still have access to Libby, Hoopla, and Kanopy!
3. The library continues to provide free delivery to Woodsedge. The library also has a mobile wireless hotspot available for check out. The Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.
4. Learn to play American Mah Jongg every Wednesday (new day!) at 10:00 am.
5. The library has an Empire Pass and passes to the Museum of the Earth and the Cayuga Nature Center available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
6. The Library now offers free period products using an Aunt Flow dispenser. Unfortunately, we are no longer able to supply free COVID tests. We can help residents contact the USPS to get free tests in the mail.
7. Chair Yoga is offered every Monday at 10:00 am.
8. "Flying Fingers of Fall" is a sign language family friendly program on 10/19/24, with Kathy MacMillan.
9. Repousee Metalworking with the Johnson Museum explores metal art for 3rd and 4th graders on 10/22/24. For 5th and 6th graders, they will be offering Self Portraits on 10/29/24.
10. The art exhibition in September and October will be artwork by Zara Gervais.
11. The Lansing Artisan Fair is looking for vendors to sign up now for the fair on 12/6 and 12/7.
12. Storytime returns on Thursdays at 10:30 am. This month's topics include fire trucks, autumn leaves, and apples and pumpkins.
13. Learn T'ai Chi on Fridays at 10:30 am.
14. The Library is hosting a costume exchange program all month. If you have costumes, leave them with us! If you need one, come pick one out!

15. Between 10/7-10/19, the Library will be participating in the Great Give Back by collecting personal hygiene products.
16. Candy donations for Trunk or Treat can be dropped off before 10/26.
17. Local author Amanda Jaros Champion will do a presentation and book signing on 11/2 for her book "100 things to do in Ithaca before you die".
18. Amy Puryear will be offering Singsong music classes on Tuesdays in October at 10:30 am. Registration is full currently.

**Lansing Youth Services
Town Board Report
October 2024**

Digital Photography: Participants in Digital photography are learning the basics of photography techniques and how to create the image they desire. Topics so far have included using the rule of thirds, turning on the “grid” option on their cameras, how to use light in order to pull out their subject, as well as shadows to do the same, how to create feelings of texture and scale, and how to have fun with it to be creative and expressive with their photos. The group did a photo scavenger hunt, which sparked a lot of creative photos. Youth also completed a challenge where they chose a word or phrase and had to capture photos of all the letters. This allowed the youth to think differently about how to take the photo to display their letters. One participant who is a very seasoned photographer has been assisting so many in the group when they have questions or want his perspective on their photos. 8 youth served.

Outdoor Adventure: Students in this busy program have been venturing to Salmon Creek where they have explored the local wildlife like deer, crayfish, as well as tracking mink and raccoon and hunting for fossils. Youth also practice making fires to cook treats and snacks over the flames or coals. Debris huts were demonstrated which highlight important aspects of making a shelter that can withstand the elements. Youth then designed and began building their own shelters which could hold up to 3 people. One of the eighth-grade students has become a great resource for other students, especially when it comes to fire building, creating camouflage, and sharing stories about his time in the woods with his uncle. 12 youth served.

The Art Factory: This program continues all fall as it leads up to the annual Lansing Artisan Fair. Participants are working with clay, making holiday decorations, leather project and jewelry made of resin and beads for the event. Budgeting and pricing discussions have been spearheading each day to keep youth thinking about all that goes into running a small business. The proceeds fund a celebratory party for all of those who participated in the program. The group will, closer to the holiday season, shop for Salvation Army sponsored family, picking out clothing and gifts for the family, and providing food for the holiday season. 13 youth served.

Delicious Desserts: This program is all about making desserts that students like but keeping these desserts healthy as the main goal. So far the group has made fruit tarts and their version of an Oreo McFlurry, substituting many traditional ingredients for healthier options. Feedback has been positive thus far with a common response of, “this actually IS good!” Green Smoothies and chocolate chip cookies are right around the bend. 8 youth served.

Youth Employment: The fall has seen the return of additional youth employees to Lansing Youth Services afterschool programs, with one assistant in each program. There continues to be tremendous growth in confidence and taking initiative while in the program. Two teens have started leading games, managing food distribution and practicing conflict resolution by asking for assistance when there is a disagreement. They both ask after a situation what I would have done, while supporting their valiant efforts with positive feedback and ideas for the next time they see a similar conflict. A new position with the Lansing High School Librarian should be starting within the next week or so. We still have our Lansing Public Library team working hard, with two new youth slated to start their training soon. 9 youth served.

RESOLUTION AUTHORIZING THE PARKS, RECREATION, AND TRAILS WORKING GROUP TO DRAFT A REQUEST FOR PROPOSAL (RFP) AND INTERVIEW CONSULTANTS

RESOLUTION 24-

RESOLUTION AUTHORIZING THE PARKS, RECREATION, AND TRAILS WORKING GROUP TO DRAFT A REQUEST FOR PROPOSAL (RFP) AND INTERVIEW CONSULTANTS

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, the Parks, Recreation and Trails Working Group has secured a grant from the Park Foundation for a Comprehensive Trails Plan, and

WHEREAS, the Town Board has accepted this grant, and

WHEREAS, a consultant will need to be hired to create this plan, and

WHEREAS, technical input and assistance will be required from certain Town staff, and upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, to authorize the Parks, Recreation, and Trails Working Group to draft an RFP seeking professional services to create a Comprehensive Trails Plan to be submitted to the Town Board for review and approval, and

RESOLVED, to authorize the Parks, Recreation, and Trails Working Group to interview prospective consultants and recommend to the Town Board the selection of their chosen firm, and

RESOLVED, to authorize the Town Supervisor to approve committee requests for technical and other assistance from Town staff or others, when warranted in her discretion, with such discretion to be guided by the best interests of the Town.

**RESOLUTION ACCEPTING THE 2023 YEAR END INDEPENDENT
OUTSIDE FINANCIAL REPORT AND AUDIT OF TOWN OPERATIONS,
PROCEDURES, FUNDS, CASH HANDLING PROCEDURES AND ACCOUNTS**

RESOLUTION 24-

**RESOLUTION ACCEPTING THE 2023 YEAR END INDEPENDENT
OUTSIDE FINANCIAL REPORT AND AUDIT OF TOWN OPERATIONS,
PROCEDURES, FUNDS, CASH HANDLING PROCEDURES AND ACCOUNTS**

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, the Town has received and reviewed the 2023 Year End Independent Outside Audit of Town functions, cash management policies, accounts and protocols; and

WHEREAS, Insero & Co prepared the financial report and audit, and it was given to the Town Board for review; and

WHEREAS, upon deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that such 2023 Year End Independent Outside Audit Report be and hereby is approved.

SEQRA: Type II Action.

RESOLUTION HIRING PART-TIME INFORMATION AIDE IN THE TOWN CLERK'S OFFICE

RESOLUTION 24-

RESOLUTION HIRING PART-TIME INFORMATION AIDE IN THE TOWN CLERK'S OFFICE

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, to address staffing needs of the Town, the Town has need to hire for a Part-Time Information Aide position in the Town Clerk's Office; and

WHEREAS, acceptable and qualified candidates will be identified and selected and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that the above position is approved to be employed at an hourly rate not to exceed \$23.00 per hour, based on experience, as a Part-Time Information Aide in the Town Clerk's Office; also

RESOLVED, the probationary period be and hereby is scheduled for 26 weeks; also

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Towns' employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Resolution, and to file Form 428s, if required.

RESOLUTION AUTHORIZING MAP-PLAN FOR TOWN LAW § 202 CONSOLIDATED WATER DISTRICT IMPROVEMENTS FOR TEETER ROAD SUBDIVISION

RESOLUTION 24-

RESOLUTION AUTHORIZING MAP-PLAN FOR TOWN LAW § 202 CONSOLIDATED WATER DISTRICT IMPROVEMENTS FOR TEETER ROAD SUBDIVISION

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, Developer Scott Cardamone (“Developer”) previously had both a subdivision approval for the Teeter Road subdivision and a final order approving the plan for constructing and financing required CWD improvements, both of which approvals have expired or become so out of date as to no longer be valid, and the Developer has reapplied for subdivision approval, the CWD improvements and infrastructure is still needed to serve that subdivision, and such action now requires an updated map-plan under Article 12 of Town Law; and

WHEREAS, it is deemed to be in the public interest to supply such subdivision with public water, including because public water is a requirement of the Planning Board for subdivision approval, such that the Town Board wishes to more fully examine the costs and benefits of such district improvements, consisting mainly of a connecting main along Teeter Road, together with the curb boxes and meter pits needed to serve the subdivision lots; and

WHEREAS, upon deliberation upon the foregoing, the Town Board of the Town of Lansing has hereby

RESOLVED AND ORDERED, that the Town Engineer proceed with the preparation of a Map-Plan under Town Law Article 12 (§§ 202 through 202-b) respecting a design, plan, and cost and financing plan for such improvements, all at a cost not to exceed \$2,000, with such amount to be paid by the Developer.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT

RESOLUTION 24-

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT

The Supervisor submitted her monthly report for the month of September 2024, to all Board Members and to the Town Clerk. The Supervisor's Report was reviewed by Councilperson Joseph Wetmore. The bills were reviewed by Councilperson Joseph Wetmore and Councilperson Christine Montague. The Supervisor's Report be approved as submitted and the Bookkeeper is hereby authorized to pay the following bills and to make the following budget modifications.

CONSOLIDATED ABSTRACT # 010

TOWN OF LANSING

Abstract # 010

10/15/2024
13:34:19

Summary by Fund

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	8,789.15	110,042.95	118,832.10
B	GENERAL FUND OUTSIDE VILLAGE	364.60	4,199.04	4,563.64
DA	HIGHWAY FUND TOWNWIDE		48,143.33	48,143.33
DB	HIGHWAY FUND OUTSIDE VILLAGE	182.53	38,423.21	38,605.74
SL1-	LUDLOWVILLE LIGHTING DISTRICT	126.05		126.05
SL2-	WARREN ROAD LIGHTING DISTRICT	730.05		730.05
SL3-	LAKEWATCH LIGHTING DISTRICT	1,152.39		1,152.39
SS1-	WARREN RD SEWER	219.24	277.50	496.74
SS3-	CHERRY ROAD SEWER DISTRICT	23.79		23.79
SW	LANSING WATER DISTRICTS	787.31	34,555.57	35,342.88
TA	TRUST & AGENCY		71,721.69	71,721.69
Total:		12,375.11	307,363.29	319,738.40

**BUDGET
MODIFICATIONS
GENERAL FUND
TOWNWIDE A FUND**

October 16th, 2024

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
A599	A1620.403 (Buildings - Electric)	TO COVER INCREASED ELECTRICAL COSTS	\$ 3,000.00	
A599	A1630.400 (Community Center - Contractual)	TO COVER UNANTICIPATED COSTS/MINOR REPAIRS	\$ 4,500.00	
A599	A1630.403 (Community Center- Electric)	TO COVER INCREASED ELECTRICAL COSTS	\$ 800.00	
A599	A1670.400 (Central Printing/Mailing)	TO COVER ADDITIONAL COSTS FOR LEGAL NOTICES	\$ 2,500.00	
A599	A1910.400 (Unallocated Insurance)	TO COVER COSTS OF NEW EQUIPMENT INSURED	\$ 1,508.50	
A599	A5132.403 (Garage- Electric)	TO COVER INCREASED ELECTRICAL COSTS	\$ 3,000.00	
A599	A7110.403 (Parks- Electric)	TO COVER INCREASED ELECTRICAL COSTS	\$ 4,600.00	
A599	A7180.100 (Beach & Pool-Personal Services)	TO COVER INCREASE PAYROLL COSTS	\$ 1,852.75	
A599	A1380.401 - (Actuary- Contractual)	TO COVER ACTUARY COSTS (2 in 1 year, not done in 2023)	\$ 1,350.00	\$23,111.25 Total Fund Balance to be used
A2189 (Grants Received)	A7310.400 (Youth Program- Contractual)	TO BOOK GRANT RECEIVED FOR BALLFIELD PLAYGROUND	\$ 3,916.87	
A4989.400 (Health-PPE)	A4989.401 (Health- AEDS) New Code	AED'S	\$ 4,800.00	

**HIGHWAY
TOWNWIDE - DA
FUND**

October 16th, 2024

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
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DA5130.200R	DA5130.200	TO CORRECT CODING ON VOUCHER 834	\$ 63,160.00	GENERAL JOURNAL ONLY TO CORRECT CODING
DA2650 (Sale of Scrap)	DA5130.400 (Machinery)	ADDING ADDITIONAL FUNDS TO MACHINERY ACCOUNT FROM UNBUDGETED SALE OF EQUIPMENT	\$ 15,500.00	

HIGHWAY OUTSIDE VILLAGE - DB FUND

October 16th, 2024

FROM TO FOR AMOUNT

DB5110.400	DB5112.400	TO CORRECT CODING ON VOUCHER 910	\$ 850.54	GENERAL JOURNAL ONLY TO CORRECT CODING
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WARREN RD. LIGHTING DISTRICT SL2- FUND

October 16th, 2024

FROM TO FOR AMOUNT

SL2-599	SL2-5182.400	TO COVER INCREASED ELECTRICAL COSTS	\$ 2,400.00	
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LAKEWATCH LIGHTING DISTRICT SL3- FUND

October 16th, 2024

FROM TO FOR AMOUNT

SL3-9901.900 (TRANSFER TO OTHER FUNDS)	SL3-5182.400	TO COVER INCREASED ELECTRICAL COSTS	\$ 3,600.00	This will decrease the amount of the loan paid back to A Fund this year.
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CHERRY ROAD
SEWER DISTRICT
SS3- FUND

October 16th, 2024

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SS3- 8110.401 (JOINT PROJECT- LEGAL)	SS3-8120.402 (SANITARY SEWERS- LEGAL)	TO SHIFT COSTS	\$ 148.50

The question of the adoption of such proposed Resolution was duly motioned by Councilperson _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

- Councilperson Judy Drake –
- Councilperson Christine Montague –
- Supervisor Ruth Groff –
- Councilperson Laurie Hemmings –
- Councilperson Joseph Wetmore –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on October 16, 2024.

CONSENT AGENDA RESOLUTIONS 24-XX – 24-XX

RESOLUTION 24-XX

CONSENT AGENDA RESOLUTIONS 24-XX – 24-XX

The following Resolutions were duly presented for consideration by the Town Board:

WHEREAS, upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that the Consent Agenda Resolutions **24-XX – 24-XX**, are hereby approved as presented and amended, and

The question of the adoption of such proposed Consent Agenda Resolutions were duly motioned by Councilperson _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

- Councilperson Judy Drake –
- Councilperson Christine Montague –
- Supervisor Ruth Groff –
- Councilperson Laurie Hemmings –
- Councilperson Joseph Wetmore –

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on October 16, 2024.

RESOLUTION MEMORIALIZING CHANGES TO TENTATIVE BUDGET AND AUTHORIZING PREPARATION AND FILING OF PRELIMINARY BUDGET

RESOLUTION 24-

RESOLUTION MEMORIALIZING CHANGES TO TENTATIVE BUDGET AND AUTHORIZING PREPARATION AND FILING OF PRELIMINARY BUDGET

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, pursuant to Town Law Article 8, and §§ 106 and 107 therein, the Town and its various officers and employees coordinate fiscal reviews and activities to help and cause the Town’s Budget Officer to prepare a Tentative Budget and such Tentative Budget is presented formally by the Town Clerk and the Town Board thereafter reviews, investigates, updates and amends the same, whereupon it becomes a Preliminary Budget; and

WHEREAS, a Preliminary Budget must exist by a specific date and public hearings are held thereupon before the formality of adoption by formal vote and resolution as a Final Budget; and

WHEREAS, upon deliberation hereupon, the Town Board of the Town of Lansing has hereby RESOLVED as follows:

1. To date, the agreed-upon changes and updates to the Tentative Budget consist of the following:

Changes to Tentative Budget for Preliminary

Changes from 9.25.24 Meeting

A Fund Expenditures

- 1) **A1320.400-Independent Auditing-** Heard from Patrick Jordan today that we should plan \$21,000 for a 2024 audit, 5% increase
- 2) **A1620.400-Buildings-Contractual-** Increase from \$59,000 to \$60,000 to add a letter board at Town Hall.
- 3) **A1620.403 – Buildings – Electric –** Cost of electricity is up this year. Currently in 2024 we are on track to spend \$7,700
 - a. Should we increase this from \$6,200 to \$8,000
- 4) **A1630.400-Community Center-Contractual**—Currently in 2024 on track to spend \$14,500 (Cleaning contract increase this year)
 - a. Increase from \$12,000 to \$15,000
- 5) **A1630.403-Community Center-Electric--** Cost of electricity is up this year. Currently in 2024 we are on track to spend \$3,400
 - a. Should we increase this from \$2,800 to \$4,000

- 6) **A1920.400-Municipal Association Dues**- Remove \$6023 allocated for Cayuga Lake Watershed Int. Organization and change from \$9,025 to \$3,002
- 7) **A6772.450- Programs- Watershed Organizations**- This reflects a name change from Owasco Lake Watershed Council, and moves \$6,023 from Municipal Association Dues here changing this from \$200 to \$6,223
- 8) **A7320.110-Youth Services-High School Helpers**- Per updated budget from Community Youth Services, they are requesting \$25,374
- 9) **A7320.410-Youth Services**- Contractual- Per updated budget from Community Youth Services, increase from \$57,229 to \$60,205
- 10) **A7510.400- Historian-Contractual** – Increase from \$500 to \$1,000 for a dehumidifier
- 11) **A9730.700- Bond Anticipation Notes**- Need to budget for at least the interest payment of \$68,145

A Fund Revenues

- 1) **A1001- Real Property Taxes**- Increase from \$2,156,481.98 to \$2,203,362
- 2) **A1170-Franchise Fee**- Increase from \$36k to \$80k.
- 3) **A2352- Youth Services- Local Contribution**- Removed \$5k as we have not received in past few years
- 4) **A3017- State Aid- Loss of Public Utility Valuation** – Added this code and we should budget for the \$19,332

B Fund

B Fund- Creation of New codes and funds moved- NO EFFECT ON TOTALS

- 1) B1420.401-Legal-Zoning (Moved \$25,000 from B8010.402)
- 2) B1420.402-Legal- Planning (Moved \$20,000 from B8020.402)
- 3) B1440.401-Engineering-Zoning (Moved \$5,000 from B8010.403)
- 4) B1440.402-Engineering-Planning (Moved \$15,000 from B8020.401)

Cherry Road Sewer District

SS3-8110.100-Sewer Admin- Personal Services- Decrease from \$2,904 to \$1,936 per updated numbers received from Town Clerk’s office

Water District

SW1910.400- Unallocated Insurance- Increase from \$26,000 to \$36,000 per latest bill from insurance based off rising costs.

Sales Tax Allocations (Bring all to approximately 26%)

- A1120- Sales Tax**- Increase from \$575,000 to \$629,000
- B1120-Sales Tax**- Decrease from \$150,000 to \$66,000
- DA1120- Sales Tax**- Increase from \$140,000 to \$165,000

DB1120-Sales Tax- Increase from \$935,000 to \$940,000

Payroll Related – All Funds

A9030.800-Social Security- Increase from \$71,000 to \$80,000 (per updated calculations)
B9030.800-Social Security- Increase from \$20,000 to \$25,000 (per updated calculations)
DA9030.800- Social Security- Increase from \$35,000 to \$38,000 (per updated calculations)
DB9030.800- Social Security- Increase from \$34,000 to \$39,000 (per updated calculations)
SS39030.800- Social Security- Increase from \$150 to \$175 (per updated calculations)
SW39030.800- Social Security- Increase from \$10,000 to \$16,000 (per updated calculations)
A9089.800-Medicare- Increase from \$17,000 to \$18,500 (per updated calculations)
B9089.800-Medicare- Increase from \$4,500 to \$6,000 (per updated calculations)
DA9089.800- Medicare- Increase from \$8,000 to \$9,000 (per updated calculations)
DB9089.800- Medicare- Increase from \$8,000 to \$9,500 (per updated calculations)
SS39089.800- Medicare- Increase from \$35 to \$50 (per updated calculations)
SW39089.800- Medicare- Increase from \$3,500 to \$4,000 (per updated calculations)

Changes for 10.16.24 Meeting

- 1) **A1460.100-Records Management-Personnel Services**- Increase from \$0 to \$10,000 to hire a part time worker (\$5,000 was moved from the contractual account)
- 2) **A1460.400-Records Management-Contractual**- Moved \$5,000 from this line to the personnel services line
- 3) **A6772.410- Programs- Library Reading Program**- This is a new code, moving the library reading program from A7410.400 to here to properly code this program. No monetary effect on budget.
- 4) **A8790.400-Natural Resources-Contractual**- Added \$50,000 for the Trails Comprehensive Plan
- 5) **A1001-Real Property Taxes**- Increase from \$2,203,362 to \$2,236,178
- 6) **A1081-Payment in Lieu of Taxes**- Increase from \$7,118.12 to \$8,489.43 per updated tax rate
- 7) **A1120-Sales Tax**- Decrease from \$629,000 to \$100,000
- 8) **A2707- Misc. Local Sources- Parks Foundation Grant**- This is a new code to book the revenue from the Parks Foundation grant for the Trails Comprehensive plan. \$15k was received in 2024 that will be carried over to 2025 and \$35,000 will be received in 2025.
- 9) **B1120- Sales Tax**- Increase from \$66,000 to \$200,000
- 10) **DA5130.400- Machinery- Contractual**- Increase from \$245,000 to \$300,000, to reflect actual expenditures
- 11) **DA5142.400-Snow Removal- Contractual**- Increase from \$214,297 to \$269,297
- 12) **DA1001- Real Property Tax**- Decrease from \$1,676,259.02 to \$1,645,782
- 13) **DA1081- Payment In Lieu of Taxes**- Increase from \$5,899.38 to \$6,248.38 based on new updated tax rate
- 14) **DA1120- Sales Tax**- Increase from \$165,000 to \$200,000
- 15) **DB1120- Sales Tax**- Increase from \$940,000 to \$1,300,000

- 16) SL2-5182.400-Warren Road Lighting- Contractual**- Increase from \$7,140 to \$9,500
- 17) SL2-1026-Warren Rd Lighting Tax**- Increase from \$7,140 to \$9,500
- 18) SL3-5182.400-Lakewatch Lighting- Contractual**- Increase from \$12,950 to \$15,600
- 19) SL3-1026-Lakewatch Lighting Tax**- Increase from \$16,500 to \$19,150
- 20) SS1-1031-Special Assessment Flat Rate**- Decrease from \$4,513.50 to \$4,336.50 per updated unit numbers
- 21) SS1-2120- Dept Income-Sewer Rents** – Increase from \$207,908 to \$208,262
- 22) SS3-1031-Special Assessment Flat Rate**- Decrease from \$515 to \$476.25 per updated unit numbers

2. These changes shall be made to the Tentative Budget, which shall become a Preliminary Budget and subjected to public hearing as required by law.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

Councilperson Judy Drake –	Councilperson Laurie Hemmings –
Councilperson Christine Montague –	Councilperson Joseph Wetmore –
Supervisor Ruth Groff –	

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on October 16, 2024.

**RESOLUTION SCHEDULING PUBLIC HEARING FOR SPECIAL DISTRICTS
PROPOSED 2025 BUDGETS**

RESOLUTION 24-

**RESOLUTION SCHEDULING PUBLIC HEARING
FOR SPECIAL DISTRICTS PROPOSED 2025 BUDGETS**

The following Resolution was duly presented for consideration by the Town Board:

RESOLVED, that the Town Board of the Town of Lansing has prepared the Assessment Rolls of parcels of land included in the Lansing Consolidated Water District (“CWD”), CWD Extensions 1, 2, 4 (Lansing Station Road and Drake Road) and 5 (Peruville Road) and for lands within Lighting Districts Numbers 1, 2, and 3, (Ludlowville, Warren Road, and Lakewatch), and for the Lansing Drainage Districts Numbers 1, 2, 4, 5, 6, 7, 8, 10, 11 and 12 (Pheasant Meadows, Whispering Pines, Lake Forest, Farm Pond Circle, Lansing Commons, Woodland Park, Cayuga Way, Novalane, East Shore Circle and Asbury Road), and the Lansing Sewer Districts (Cherry Road and Warren Road) (all together, the “Districts”), and the Town has apportioned and assessed upon such parcels of land in proportion in the amount of benefits the improvements shall confer upon the same the cost chargeable to said Districts in connection with the construction and capital costs of the providing of public water, lighting, stormwater management and drainage, and sewer transportation and treatment payable in the year 2025 and therefore, pursuant to § 239 of the Town Law, the Town Board shall hold a Public Hearing at the Lansing Town Hall, 29 Auburn Road, Lansing, New York 14882, at 6:31 p.m., on the 6th day of November, 2024 to hear and consider any objections which may be made to said roll.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

- | | |
|------------------------------------|---------------------------------|
| Councilperson Judy Drake – | Councilperson Laurie Hemmings – |
| Councilperson Christine Montague – | Councilperson Joseph Wetmore – |
| Supervisor Ruth Groff – | |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on October 16, 2024.

**RESOLUTION SCHEDULING PUBLIC HEARING FOR THE TOWN OF LANSING
PRELIMINARY BUDGET FOR 2025**

RESOLUTION 24-

**RESOLUTION SCHEDULING PUBLIC HEARING FOR THE
TOWN OF LANSING PRELIMINARY BUDGET FOR 2025**

The following Resolution was duly presented for consideration by the Town Board:

NOTICE IS HEREBY GIVEN, that the Preliminary Budget of the Town of Lansing, Tompkins County, New York for the fiscal year beginning January 1, 2025, will be completed and filed in the office of the Town Clerk of said Town on October 17, 2024, where it will be available for inspection by any interested persons at all reasonable hours; and

FURTHER NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Lansing will meet, and review said Preliminary Budget and hold a Public Hearing thereon at the Lansing Town Hall, 29 Auburn Road, Lansing, New York 14882, 6:32 p.m. on the 6th day of November, 2024 and that at such hearing any person may be heard in favor of or against the Preliminary Budget as compiled or for or against any items therein contained; and

FURTHER NOTICE IS HEREBY GIVEN, pursuant to Section 108 of the Town Law, that the following are proposed yearly salaries of elected Town Officials of this Town:

Supervisor	\$ 30,306.12
Councilperson (4)	
Total	\$ 38,964.00
Each	\$ 9,741.00
Town Clerk	\$ 58,493.00
Highway Superintendent	\$ 92,763.84
Town Justice (2)	
Total	\$ 46,277.34
Each	\$ 23,138.67

The question of the adoption of such proposed Resolution was duly motioned by Councilperson _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

- | | |
|------------------------------------|---------------------------------|
| Councilperson Judy Drake – | Councilperson Laurie Hemmings – |
| Councilperson Christine Montague – | Councilperson Joseph Wetmore – |
| Supervisor Ruth Groff – | |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on October 16, 2024.

**Christine Montague
Town Board Member Report
September 2024**

Lansing Housing Authority meeting 9/23 (Woodsedge housing complex)

- Budget for 2025 is being written. It includes repairing the parking lot which has a drain that needs to be replaced. Also carpenter bee holes need to be filled in pavilion.
- They received a letter from Travelers saying they won't pay for losses due to hacking.
- The board is expecting a payout from a class action lawsuit (Franconia settlement) before the end of the year. With the money from this, they plan on repairing the roof and adding more lighting to the back of the building. The longer term plan is to replace the HVAC units. The settlement mandates that the board cannot pay off the mortgage with it.
- The residents asked again for a dog run. The management company has started to check the liability insurance but had not heard an answer. There may be fencing already available to build it.