



# REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room  
Wednesday, April 16, 2025  
6:30 PM

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## 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](http://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. **Presentation**
  - a. School Budget, Chris Pettograsso, Superintendent
5. **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
6. **Department Reports**
  - a. **Department of Public Works 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
7. **Consent Agenda**
  - a. Motion Appointing Members to the Town of Lansing Parks, Recreation, and Trails Working Group
  - b. Motion Approving Ethics Disclosure Statement
  - c. Resolution Hiring Part Time Seasonal Employees for Parks & Recreation and Campground Manager for the Town of Lansing
  - d. Resolution Creating Two Additional Full Time Laborer Positions in the Public Works Department

- e. Resolution Updating Agreement for the Expenditure of Highway Moneys
- f. Resolution Declaring Intent to Establish Lead Agency Pursuant to State Environmental Quality Review for Adoption of a Local Law to Amend the Code of the Town Chapter 142: Flood Damage Prevention
- g. Resolution Scheduling Public Hearing for Adoption of Local Law to Amend the Code of Town Chapter 142, Flood Damage Protection
- h. Resolution Approving Audit and Budget Modifications and Supervisor's Report
- i. Resolution Approving Consent Agenda

## **8. Motions and Resolutions**

- a. Resolution for the Town Supervisor to Send Request to New York's Federal and State Elected Officials to Defend the Constitution and Constitutional Rights of Citizens
- b. Resolution for the Town to Oppose the Removal of Tax-Exempt Status of Municipal Bonds

## **9. Board Member Reports**

- a. Councilperson Judy Drake
- b. Councilperson Laurie Hemmings
- c. Councilperson Christine Montague
- d. Councilperson Joseph Wetmore
- e. Supervisor Ruth Groff

## **10. Work Session**

- a. Cell Phone Policy
- b. Discuss Changing the Conservation Advisory Council to Conservation Board
- c. Outside Fitness Area Near Playground - Donation from Jay Dietershagen
- d. Property Exemptions

## **11. Executive Session if Needed**

- a. Motion to Enter/Exit

## **12. 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**

## **DEPARTMENT OF PUBLIC WORKS REPORT**

**April 2025**

### **NEW DEPARTMENT OF PUBLIC WORKS BUILDING:**

- The New DPW Facility Bid deadline has been extended by a week, and the new date for the bid opening is April 16th at 2:00 PM. We are hoping for a great turnout!
- Thank you to the Clerks for helping the DPW advertise the bid extension!
- The bid for the new facility was advertised in the Town's official paper.

### **WEATHER:**

- The DPW continues to pick up trees from the windstorm that took place on March 16th.

### **SNOW & ICE WINTER MAINTENANCE:**

- A portion of the truck fleet has transitioned from winter maintenance to spring and summer operations, with most plows being removed.
- The DPW has received our newest 10-wheeler, which was ordered 17 months ago.

### **TREE & BRUSH MAINTENANCE:**

- Brush drop-off has changed locations from 10 Town Barn Road to 104 Auburn Road (next to Scoops).
- The Annual Brush & Limb Pick-Up for the Town and Village of Lansing will start on April 28th.
- Crews are constantly working on moving the brush from 10 Town Barn Road to the new location.

### **WATER/SEWER MAINTENANCE:**

- The DPW has performed water maintenance on a gate valve at Lansing School.
- Continually repairing water main breaks.
- A new waterline has connected the water service to the old Vestal office.

### **GARAGE WORK:**

- The DPW continues to perform maintenance on winter equipment while also servicing equipment for spring use.

### **OFFICE:**

- The DPW has welcomed new seasonal employee, Jacob Hall!
- Once again, the DPW has partnered with BOCES and is hosting two student interns for the month of April.
- Meetings attended by the Director of the DPW/Highway Superintendent:

- Commissioner Meeting with Bolton Point: *Responsible for passing resolutions that govern Bolton Point.*
- Highway Barn Committee: *Responsible for working with architects, engineers, and construction managers on the design and development of the new Department of Public Works facility.*
- Project Review Committee (PRC): *Responsible for reviewing and financial planning for the 5-Year Plan for the Town's larger projects.*
- Water, Sewer, and Stormwater Committee (WSSC): *Responsible for evaluating proposals relating to the Town's water, sewer and stormwater. The goal is financial and engineering analysis.*
- OpenGov CRM (Customer Relationship Management) Meeting: *This meeting was attended by the DPW Director/Highway Superintendent and the Secretary to the DPW Director/Highway Superintendent, Emmy Stehnach, during which they were trained to use new software within OpenGov. This software will support the department in managing both ongoing and new projects.*
- Various meetings regarding the new DPW Facility
- Lansing Town Department Heads Meetings



**April**  
Town Board Report

**RECREATION:**

- Current programming includes cardio step, yoga, strength & stretch, baseball, softball, swimming (Watercats), skating, Zumba, adult swim, horse riding, club volleyball, Girls Strong, Spring Training Clinics, and adult volleyball.
- Our Summer Program Booklet is now available. We are still adding programs.
- We are fighting the weather to get the ball fields ready for Spring. The wind has played havoc with our wind screens. We have lots of repairs to do.
- We have re-opened the ballfields back access road off Woodsedge Drive for the season. This makes it easier to access the playground and basketball court.
- Last Thursday we had our LBP/LSP draft/coaches' night.
- We are working closely with LCSD on upcoming field usage, due to their construction project.
- Field space is going to be an issue this Fall.
- Batting cage nets are back up for the season.
- Jay Dietershagen would like to donate to the Parks & Rec Department for an Outdoor Fitness Station in Myers Park. This will be discussed in work session. I believe this would be a nice addition to Myers Park.

**PARKS:**

- Due to damage and rot several trees in Myers Park had to be cut down, including several ash trees.
- Continuing site clearing and consolidation in preparation for the New Highway Facility and access to our back building for office space. We will be adding shelving to several spaces.
- We have completed dock work at Myers Park for the upcoming season.
- We are working on the Day Camp shed roof replacement.
- The Osprey Camera is once again live-streaming, several updates have been completed. Thank you to John Hatfield of Wildlife Resolutions for allowing us to use their lift.
- The Trail at Salt Point has been repaired by the highway department after damage from the dredging project. We will be planting wildflowers in several locations there.
- Our Health Department inspections will occur later this month.

- Worked with Cayuga Lake Bird Club to restore access to their signal antenna in Myers Park.
- Last summer some of the basketball court surfacing at Myers Park started to peel. These spots will be repaired in May.
- We are applying for several grants for multiple projects, working from the Parks, Recreation, and Trails Master Plan.
- Our summer jobs have been posted.
- Music in the Park schedule now available. It will begin July 10<sup>th</sup>.
- LCSD Graduation will be held at Myers Park this year on June 27<sup>th</sup>.

### **TRAILS:**

- Proposals for Trails Comprehensive Plan and the Town Center Greenway Phase 1 feasibility study are due May 9<sup>th</sup>.
- T.G. Miller will begin work on the Myers Road Trail feasibility study.
- Welcome to our three new Parks, Recreation, and Trails Working Group members: Katrina Binkewicz, Jay Dietershagen, and Jenn Pluta.
- The Trails Equipment shed has been moved to the east side of the old highway barn.

### **TOWN HALL/COMMUNITY CENTER:**

- Our .gov name was rejected, needs to be more specific. I will re-submit once the Board decides.
- The Community Center has needed several minor repairs.
- Key fob access on the front door has not been completed.
- Matthew Binkewicz will be displaying artwork in the Town Hall soon.
- The Historical building now has Wi-Fi access.
- Dave Herrick is working on the RFP for roof replacement on the Community Center and Historical building. The Historical Association did agree to using composite cedar shake style roofing.
- We have reached out to several local contractors to get quotes on repairing the Town Hall roof.
- Our department assisted in the lunch/breakroom makeover.

Thank you to our Highway Department for their help with numerous items.

This is only a very brief overview of what the Parks & Recreation department does, if you have questions or would like more information please reach out.

**TOWN CLERK  
APRIL 2025**

**2025 Town and County Taxes**

Total warrant, after adjustments, is \$17,279,945.15. We collected almost \$16 million. The last day to pay taxes in our office was March 31, 2025. Unpaid taxes will be turned over to Tompkins County and residents will need to contact them for the amount due and to make payment.

**Training**

Debbie attended an Association of Towns (AOT) tax webinar on March 27, 2025. The following items were discussed regarding Expiration of the Warrant & Return of Unpaid Taxes:

- Reporting Unpaid Taxes to the County
- Penalty on Unpaid Taxes - 5%
- Settling with the County Treasurer
  - At settlement, the receiver of taxes must balance the total tax warrant. The county treasurer credits the town based on:
    1. Payments to the supervisor (proven with receipts)
    2. Payments received from public utility corporations
    3. Payments made to the county treasurer
    4. The return of unpaid taxes

Jessie attended a NYS Archives webinar on March 27, 2025. The following items were discussed:

- Email management and identifying if an email is considered a town record. The content and function of an email determines if it's a record or non-record.

**Tompkins County Town Clerks Association**

Debbie and Jessie attended a meeting of the Tompkins County Town Clerks Association on March 31<sup>st</sup>. All the Town Clerks in the County try to meet a few times a year to share knowledge with each other. We discussed how solar is affecting our offices and towns, using AI to assist with minutes and how each municipality prepares their abstracts. These meetings are so helpful to all clerks.

**New York State Town Clerks Association (NYSTCA)**

Debbie and Jessie will be attending the annual conference for NYSTCA at the end of April. They will be attending classes on April 28 – 30<sup>th</sup>. Ashley Workman will be in the office while they are out of the office for training.

**Sewer Spreadsheets**

Jessie has prepared several versions of spreadsheets with sewer data. She met with Dave Herrick and Ruth Groff on March 26<sup>th</sup> to review this data.

## **Break Room**

The Town Clerk's Office, with help from other departments, re-arranged the mail/kitchen area to make a break room for Town employees. It is not quite finished, but now employees can enjoy their lunch away from their desks.

Huge thanks to Patrick and his staff for all the work they did to make this possible.



**Robust Robots:** This robot's program is very busy. Students have been thoroughly enjoying Sphero's robots and challenging themselves to travel long distances through the hallways. This has been quite a challenge as a carpet at the midway point can send the robots slightly off course, however they have still been able to travel two hallways with the goal of a third and landing on Bobcat Paw at the main entrance of the school, about 75 yards in total. Battling inside a hula hoop is still a popular competition and the new students have picked up the skills quickly. The Ozobot's robots have been traveling along very creative paths through pictures and names, and one group has added three sheets of paper to create a very elaborate course for the robots to follow. 9 youth served.

**Outdoor Adventure:** As the group is now able to go back to Salmon Creek, they are loving the new options for shelters as additional trees have blown down. One group is taking a try at creating a dugout shelter at the base of a freshly downed tree's root ball. Some students have continued their fossil search and discovered a significant deposit of Trilobites! Fish are just beginning their spawning runs up the creek, always a cool display of nature to witness. The youth employees have begun taking over the fire making, so treats are ready to be cooked almost daily. Coal burning has been introduced, and one participant has their sights set on making a bowl. The arriving spring is bringing new life to the area and there are visible changes from week to week. 12 youth served.

**Gaming Creation:** Participants in this program have been having a great time playing some games and creating their own. There is quite a range of games being made, some in the traditional style with moving around a game board and completing the actions at each space, a tabletop version of Angry Birds, launching a ball at a target, a 3-d chess cube, and a reading challenge game. Almost all games are going to have 3-d printed characters or pieces that they can paint to their liking. 10 youth served.

**Iron Chef- Outdoor Edition:** Iron chef has operated mostly outdoors, except when the weather keeps the group indoors. Participants have been cooking over the fire, making campfire apple pie, banana boats, and a custom hot dog bar. As the group has been kept inside for two days so far, one day was a cookie decorating contest and the other a personal pizza day. When the group gets back outdoors, they will be cooking Philly Cheesesteaks on an outdoor skillet. 12 youth served.

**Youth Employment:** Our Youth Employees have been doing a great job assisting with Lansing Youth Services programs, assisting with snack, managing materials in an orderly fashion for cooking, building fires and assisting with shelter construction, and leading the design portion of 3-d printing. We have added one new assistant to the afterschool programs and in the process of hiring another. Our library team is adding a new employee to the team in the coming weeks to train and learn with an apprentice. Youth Employment meetings will be focused around professional development, starting on communication skills with their supervisors and coworkers and etiquette surrounding a workplace environment. 11 youth served.

**MOTION APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS,  
RECREATION AND TRAILS WORKING GROUP**

**MOTION 25-**

**MOTION APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS,  
RECREATION AND TRAILS WORKING GROUP**

Motion appointing the following additional people as members to the Town of Lansing Parks, Recreation, and Trails Working Group formed pursuant to the Comprehensive Plan of the Town of Lansing and memorialized in Resolution #19-160, Resolution # 23-70 amended group name and number of members. Terms expire December 31, 2025 and are subject to reappointment: Katrina Binkewicz, Jay Dietershagen, and Jenn Pluta.

# Town of Lansing, New York

## Annual Disclosure Statement and Ethics Code Acknowledgement

The Code of Ethics of the Town of Lansing, NY, requires that municipal officers and employees, as defined in the code, complete and file this Annual Disclosure Statement.

**Form must be completed and filed with the Town Clerk by \_\_\_\_\_.**

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**YOUR NAME:** \_\_\_\_\_

**COMPLETE HOME ADDRESS:** \_\_\_\_\_

**PLACE of USUAL EMPLOYMENT with TITLE:** \_\_\_\_\_

**BOARD or DEPARTMENT of the Town:** \_\_\_\_\_

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**Instructions:**

- Do not leave any area blank.
  - If there is nothing to list, please write "NONE."
  - If an error is made, draw a single line through it and initial.
  - The answers must cover the 12 months before the date you file this form.
  - Updated forms should be submitted within 30 days of any significant change in information.
  - *Please attach additional pages if needed to respond to any section and sign and date all attachments.*
- 

**Definitions:**

1. **Household** means your spouse or equivalent member of a household sharing living expenses with you and any of the following if residing with you: child, stepchild, brother, sister, parent, or person you claimed as a dependent on your latest state income tax return.
2. **Significant Financial Interest** shall mean an ownership interest of more than ten percent (10%). It shall also mean a security interest of more than \$1,000,000.00 in property (such as a mortgage holder).

### A. REAL ESTATE OWNERSHIP

List the address of each piece of property that you or any member of your "**Household**" own or have a "**Significant Financial Interest**" in that is located in the Town of Lansing.

Name of Family Member	Relationship	Property Address	Nature of Property

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## B. OUTSIDE INTERESTS

### Partnerships or Unincorporated Businesses

List any partnership, unincorporated business (located or doing business in the State of New York), or unincorporated association (which does business with the Town of Lansing) of which you or any member of your **“Household”** is a member, partner, officer, or employee or has a **“Significant Financial Interest.”**

Name of Family Member	Business/Organization	Nature & Type of Business	Nature of Affiliation

### Corporations

List any corporation organized for profit (located or doing business in the State of New York) or not-for-profit (which does business with the Town of Lansing) of which you or any member of your **“Household”** is an officer, director, employee, or owns or controls a **“Significant Financial Interest.”**

Name of Family Member	Business/Organization	Nature & Type of Business	Affiliation

### Self-Employment

List any self-employment from which you or a member of your **“Household”** has derived a gross income of \$5,000.00 or more during the previous twelve months.

Name of Family Member	Name of Business/Organization	Nature & Type of Business	Affiliation

### C. LICENSED PROFESSIONS

If you practice law, are a licensed real estate broker or agent, or practice a profession licensed by the NYS Department of Education, please include a general description of the principle subject matters undertaken in the stated practice.

Your Profession	Specialty	Name of Employer or Business	Description of Business Activities

### D. INTEREST IN CONTRACTS

Describe any interest you or anyone in your **“Household”** have in any contract involving the Town of Lansing.

Contractor	Contract with Town	Nature of Business with the Town

### CERTIFICATION

By signing below, you acknowledge the accuracy and completeness of the above disclosures.

I certify, under penalty of perjury, that to the best of my knowledge and belief, the information contained herein is true, correct, and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### CODE OF ETHICS ACKNOWLEDGMENT

By signing below, I acknowledge that I have received a copy of and agree to comply with the Code of Ethics of the Town of Lansing.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**MOTION APPROVING UPDATED ANNUAL DISCLOSURE STATEMENT AND ETHICS CODE ACKNOWLEDGEMENT**

**MOTION 25-**

**MOTION APPROVING UPDATED ANNUAL DISCLOSURE STATEMENT AND ETHICS CODE ACKNOWLEDGEMENT**

Motion approving the updated Annual Disclosure Statement and Ethics Code Acknowledgment (Statement) prepared by the Town of Lansing Board of Ethics. The Board of Ethics was directed in November of 2023 to begin amending the Statement once the new code was adopted. Local Law #2 of 2024 amending Town Code Chapter 18: Code of Ethics was adopted by the Town Board on April 17, 2024. The Board of Ethics submitted an updated Statement to the Town Board for review and approval and upon Town Board approval the updated Statement shall be used beginning in 2025.

**RESOLUTION HIRING PART TIME SEASONAL EMPLOYEES FOR  
PARKS & RECREATION AND CAMPGROUND MANAGER  
FOR THE TOWN OF LANSING**

**RESOLUTION 25-**

**RESOLUTION HIRING PART TIME SEASONAL EMPLOYEES FOR  
PARKS & RECREATION AND CAMPGROUND MANAGER  
FOR THE TOWN OF LANSING**

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

WHEREAS, there is a need for twelve (12) Part Time Seasonal Laborers; twelve (12) Part Time Lifeguard positions, and twelve (12) Part Time Recreation Assistant positions at the Town of Lansing, and

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

WHEREAS, there is a need for a Part Time Seasonal Worker position for Myers Park Campground Manager at the Town of Lansing; and

WHEREAS, an acceptable and qualified candidate will be identified and selected by the Parks and Recreation Supervisor to fill the Myers Park Campground Manager position, and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, said positions have been classified and deemed as Civil Service Seasonal Worker positions by the Tompkins County Department of Personnel; and

WHEREAS, the Town of Lansing Supervisor has recommended that the above positions be filled at the Town of Lansing; and

WHEREAS, upon a review and discussion of the matter, the Town Board of the Town of Lansing has hereby:

RESOLVED, that the Parks and Recreation Supervisor is hereby approved to hire seasonal Laborers, Lifeguards and Recreation Assistants employees, in the Parks and Recreation Department, at a pay grade not to exceed \$32.00/hour; and it is further

RESOLVED, that a Myers Park Campground Manager hereby is approved to be employed as a Part Time Seasonal Campground Manager Worker at a rate of \$300.00 per week effective May 1, 2025; and it is further

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 CREATING TWO ADDITIONAL FULL TIME LABORER POSITIONS IN THE PUBLIC WORKS DEPARTMENT IN TOWN CIVIL SERVICE ROSTER**

**RESOLUTION 25-**

**RESOLUTION CREATING TWO ADDITIONAL FULL TIME LABORER POSITIONS IN THE PUBLIC WORKS DEPARTMENT IN TOWN CIVIL SERVICE ROSTER**

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

WHEREAS, pursuant to the Civil Service Law, and in conjunction with the Tompkins County Civil Service Unit and the Tompkins County Human Resource Department, the Town has identified a need for two (2) additional full time Laborer positions in the Department of Public Works, and qualified job descriptions, duty lists, and job qualification requirements for such positions duly exist, and hiring laborers for highway work is expressly and statutorily envisioned and permitted by, *inter alia*, Town Law §§ 27 and 32, and Highway Law § 140; and

WHEREAS, there are currently only part time and seasonal laborer positions available, and having full time positions allows for the timely completion of work, the development and training of laborers for promotions to mechanic, MEO, and other competitive and non-competitive positions in the Town and the DPW, and provides for overall efficiency; and

WHEREAS, the Town wishes to add two full time “Laborer” positions to the roster and organizational chart previously approved on 02/20/2025, such positions to be filled by the DPW Director as the appointing authority, upon wages and terms as are approved by the Town Board (if required); and

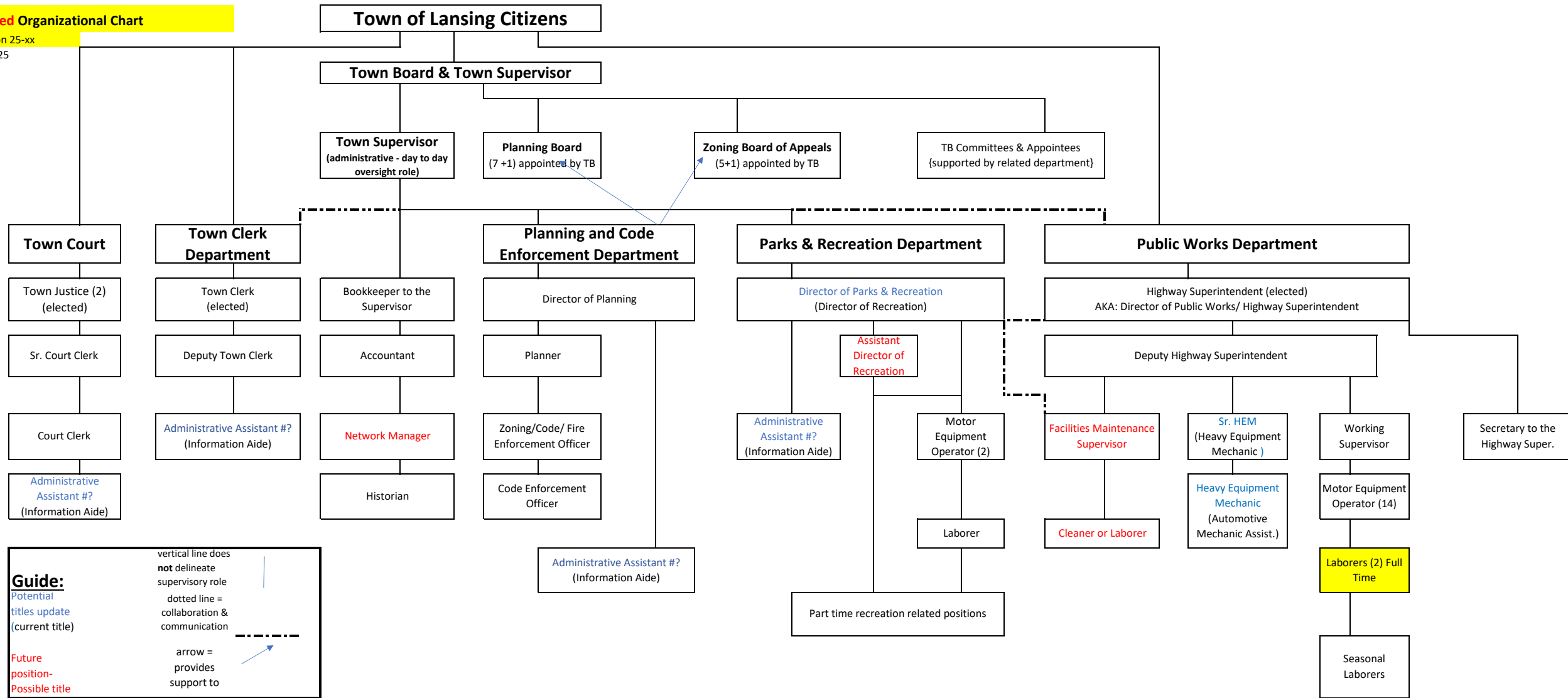
WHEREAS, upon due deliberation being had thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that the Town Board hereby approves the above-described amendment to the organizational chart and civil service roster of the Town of Lansing for the Department of Public Works; be it further

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 these determinations and resolutions, and to file forms 428s, if and when required.

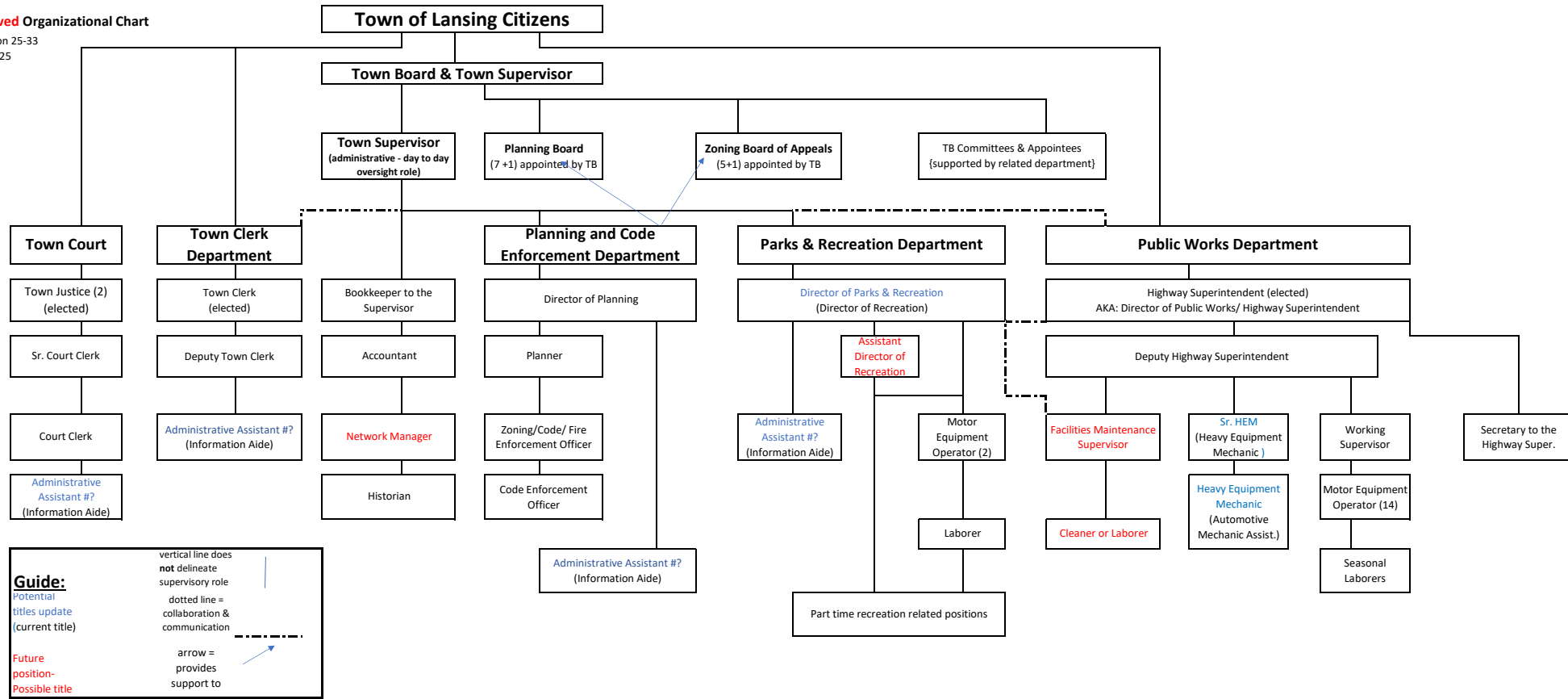


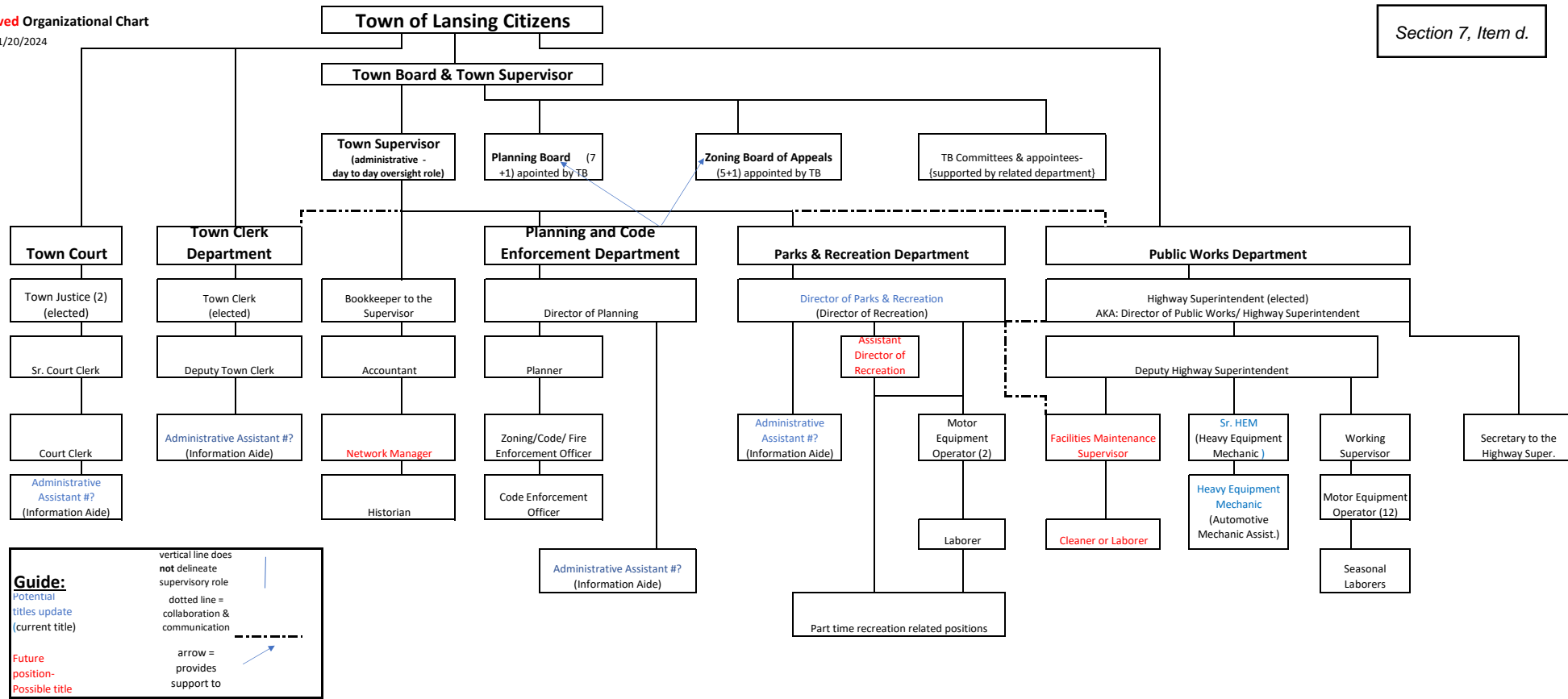
**Proposed Organizational Chart**  
 Resolution 25-xx  
 04.16.2025



**Approved** Organizational Chart

Resolution 25-33  
02.20.2025





**Guide:**

- Potential titles update (current title)
- Future position-Possible title
- vertical line does not delineate supervisory role
- dotted line = collaboration & communication
- arrow = provides support to

## Agreement for the Expenditure of Highway Moneys

AGREEMENT between the Town Highway Superintendent of the Town of Lansing, Tompkins County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. **GENERAL REPAIRS.** The sum of \$849,001 shall be set aside to be expended for primary work and general repairs upon 93.46 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or renewals thereof.
  
2. **PERMANENT IMPROVEMENTS.** The following sums shall be set aside to be expended for the permanent improvement of Town highways:
  - (a) On the road Sharon Drive a distance of 0.36 miles, there shall be expended not over the sum of \$45,000  
 Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25"
  
  - (b) On the road Atwater Road a distance of 0.44 miles, there shall be expended not over the sum of \$64,000  
 Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25"
  
  - (c) On the road Bush Lane a distance of 0.36 miles, there shall be expended not over the sum of \$48,000  
 Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25"
  
  - (d) On the road Buck Road a distance of 0.75 miles, there shall be expended not over the sum of \$9,200  
 Work to be performed: Stone and Oil
  
  - (e) On the road Old Buck Road a distance of 0.13 miles, there shall be expended not over the sum of \$1,200  
 Work to be performed: Stone and Oil
  
  - (f) On the road Luce Road a distance of 1.10 miles, there shall be expended not over the sum of \$11,600  
 Work to be performed: Stone and Oil
  
  - (g) On the road Goodman Road a distance of 0.41 miles, there shall be expended not over the sum of \$8,500  
 Work to be performed: Stone and Oil
  
  - (h) On the road Beckwith Lane a distance of 0.10 miles, there shall be expended not over the sum of \$3,600  
 Work to be performed: Micro paving
  
  - (i) On the road Dandyview Heights a distance of 0.20 miles, there shall be expended not over the sum of \$7,000  
 Work to be performed: Micro paving
  
  - (j) On the road East Shore Circle a distance of 0.60 miles, there shall be expended not over the sum of \$84,000  
 Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2"

(k) On the road Springbrook Circle a distance of 0.29 miles there shall be expended not over the sum of \$10,300

Work to be performed: Micro paving

(l) On the road Stonehaven Drive at a distance of 0.26 miles there shall be expended not over the sum of \$8,500

Work to be performed: Micro paving

(m) On the road Brookhaven Drive at a distance of 0.12 miles there shall be expended not over the sum of \$4,000

Work to be performed: Micro paving

(n) On the road Belvedere Drive at a distance of 0.21 miles there shall be expended not over the sum of \$7,100

Work to be performed: Micro paving

(o) On the road Snushall Road at a distance of 1.02 miles there shall be expended not more than the sum of \$57,100

Work to be performed: Reprofiling and stone and oil

(p) On the road Wilson Road at a distance of 0.62 miles there shall be expended not more than the sum of \$86,800

Work to be performed: Reprofiling and hot mix paving

(q) On the road Scofield Road at a distance of 1.42 miles, there shall be expended not over the sum of \$198,700

Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25"

(r) On the road Cherry Road at a distance of 0.18 miles there shall be the sum of \$26,000

Work to be performed: Resurface with Hot Mix Asphalt 2.25"

Executed in duplicate this 16<sup>th</sup> day of April, 2025

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Town Highway Superintendent

\_\_\_\_\_  
Councilperson

\_\_\_\_\_  
Councilperson

\_\_\_\_\_  
Councilperson

\_\_\_\_\_  
Councilperson

Note: This agreement should be signed in duplicate by a majority of the members of the Town Board and by the Town Highway Superintendent. One copy must be filed in the Town Clerk's office. COPIES DO NOT HAVE TO BE FILED IN ALBANY.

**RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

**RESOLUTION 25-**

**RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

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

WHEREAS, Resolution 25-01 § 9, approved the 2025 Agreement for the Expenditure of Highway Moneys on January 15, 2025; and

WHEREAS, said agreement stated roads, distance on roads, and money for each road; and

WHEREAS, the Town of Lansing Highway Superintendent has additional road work to be completed; and

WHEREAS, the 2025 Agreement for the Expenditure of Highway Moneys has been updated to accurately state each road, distance on roads, and money for each road; so therefore be it

RESOLVED, that the 2025 Agreement for the Expenditure of Highway Moneys be updated, approved and signed by the Town Board, Town Supervisor, and Town Highway Superintendent.

**RESOLUTION DECLARING INTENT TO ESTABLISH LEAD AGENCY PURSUANT TO STATE ENVIRONMENTAL QUALITY REVIEW 6 NYCRR PART 617.6 FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142: FLOOD DAMAGE PREVENTION**

**RESOLUTION 25-XX**

**RESOLUTION DECLARING INTENT TO ESTABLISH LEAD AGENCY PURSUANT TO STATE ENVIRONMENTAL QUALITY REVIEW 6 NYCRR PART 617.6 FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142: FLOOD DAMAGE PREVENTION**

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

WHEREAS, 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA) requires that a Lead Agency be established for conducting environmental review of projects in accordance with local and state environmental law; and

WHEREAS, State Law specifies that for actions governed by local environmental review, the Lead Agency shall be that local agency which has primary responsibility for approving and carrying out the action; and

WHEREAS, adoption of A Local Law of The Town Of Lansing to Amend the Code of the Town of Lansing, Chapter 142 Flood Damage Protection, is a Type I Action under the State Environmental Quality Review Act §617.4(b)(2), which requires environmental review; and

WHEREAS, the Town Board is the local agency with primary responsibility for approving the action; and

WHEREAS, pursuant to §617.6(b)(3) of the State Environmental Quality Review Act (SEQRA), the aforementioned information must be mailed to all involved agencies notifying them that a Lead Agency must be agreed upon within thirty (30) calendar days of the date that the aforementioned information is mailed to involved agencies; and therefore be it

RESOLVED, that the Town Board of the Town of Lansing hereby authorizes the mailing to all Involved Agencies of the aforementioned information, together with Notice that the Town Board intends to declare itself Lead Agency for purposes of SEQRA for this Type I Action, unless objection to such designation is received within thirty (30) days.

**RESOLUTION SCHEDULING PUBLIC HEARING FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142, FLOOD DAMAGE PROTECTION**

**RESOLUTION 25-XX**

**RESOLUTION SCHEDULING PUBLIC HEARING FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142, FLOOD DAMAGE PROTECTION**

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

WHEREAS, the Town Board of the Town of Lansing is authorized to adopt zoning provisions and Local Laws that advance and protect the health, safety and welfare of the community; and

WHEREAS, adoption of A Local Law of The Town Of Lansing to Amend the Code of the Town of Lansing, Chapter 142 Flood Damage Protection, is a Type I Action under the State Environmental Quality Review Act §617.4(b)(2), which requires environmental review; and

WHEREAS, the Town Board of the Town of Lansing did declare itself Lead Agency on April 16, 2025; and

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

RESOLVED, that a Public Hearing will be held at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, being in the Town of Lansing, on the 21st day of May 2025, at 6:31 pm, to consider public input and comments upon such proposed Local Law, and to hear all persons interested in the subject thereof, and to take such action thereon as is required or permitted by law; and it is further

RESOLVED, that the Town Clerk of the Town of Lansing, Tompkins County, New York, is hereby authorized and directed to cause a Notice of Public Hearing to be published in the official newspaper of the Town of Lansing, and also to post a copy thereof on the Town signboard maintained by the Town Clerk, in accord with the law, and refer the Local Law to the Town Planning Board.



**RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT**

**RESOLUTION 25-**

**RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT**

The Supervisor submitted her monthly report for the month of February 2025, to all Board Members and to the Town Clerk. The Supervisor's Report was reviewed by Councilperson Christine Montague. The bills were reviewed by Councilperson Joe Wetmore and Councilperson Christine Montague. The Supervisor's Report be approved as submitted and the Bookkeeper or the Accountant is hereby authorized to pay the following bills and to make the following budget modifications.

**CONSOLIDATED ABSTRACT # 004**

TOWN OF LANSING

Abstract # 004  
Summary by Fund

04/14/2025  
11:49:13

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	8,854.88	104,587.74	113,442.62
B	GENERAL FUND OUTSIDE VILLAGE	631.08	9,526.68	10,157.76
DA	HIGHWAY FUND TOWNWIDE	152.85	121,877.17	122,030.02
DB	HIGHWAY FUND OUTSIDE VILLAGE	40.00	103,436.01	103,476.01
HG	DPW FACILITY PROJECT		67,610.71	67,610.71
SD10	DRAINAGE DISTRICT #10 NOVALANE		296.91	296.91
SD11	DRAINAGE DISTRICT #11 EAST SHO		296.91	296.91
SD12	DRAINAGE DISTRICT #12 ASBURY-C		296.91	296.91
SDD1	DRAINAGE DISTRICT #1 PHEASANT		296.92	296.92
SDD2	DRAINAGE DISTRICT #2 WHISPERIN		302.25	302.25
SDD4	DRAINAGE DISTRICT #4 LAKE FORE		296.92	296.92
SDD5	DRAINAGE DISTRICT #5- FARM PON		296.92	296.92
SDD6	DRAINAGE DISTRICT #6 LANSING C		296.92	296.92
SDD7	DRAINAGE DISTRICT #7 WOODLAND		296.92	296.92
SDD8	DRAINAGE DISTRICT #8 CAYUGA WA		296.92	296.92
SL1-	LUDLOWVILLE LIGHTING DISTRICT	136.94		136.94
SL2-	WARREN ROAD LIGHTING DISTRICT	741.57		741.57
SL3-	LAKEWATCH LIGHTING DISTRICT	1,210.41		1,210.41
SS1-	WARREN RD SEWER	254.00	2,586.17	2,840.17
SS3-	CHERRY ROAD SEWER DISTRICT	23.96	2,134.16	2,158.12
SW	LANSING WATER DISTRICTS	2,255.95	99,209.89	101,465.84
TA	TRUST & AGENCY	6,210.31	74,128.17	80,338.48
<b>Total:</b>		<b>20,511.95</b>	<b>588,071.20</b>	<b>608,583.15</b>

**Budget Modifications for April 16th, 2025 Town Board Meeting**

**GENERAL FUND TOWNWIDE - A Fund**

April 16th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
A599 (Appropriated Fund Balance)	A1430.400 - Personnel - Contractual	Employee Services - Annual EAP Services	\$ 836.74	

A599 (Appropriated Fund Balance)	A1640.403 (Town Barn Road Storage - Electric)	To cover additional electrical expense projected through year end	\$ 5,000.00	
A5132.405 (Garage - Building Repair)	A1640.401 (Town Barn Road Storage - Vestal Office)	Updates on Vestal Office for space	\$ 2,000.00	Approved by M.M.
A5132.404 (Garage - Telephone)	A5132.401 (Garage - Building Improvements)	General Journal Only to correct coding - Typo on the code used on voucher	\$ 162.53	Approved by M.M.

**GENERAL FUND OUTSIDE VILLAGE - B Fund**

April 16th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
B599 (Appropriated Fund Balance)	B8020.420	Colliers - Code Gap Analysis	\$ 1,210.88	

**CHERRY RD SEWER DISTRICT - SS3 Fund**

April 16th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
SS3-8120.200 (Sanitary Sewers - Equipment)	SS3- 8120.400 (Sanitary Sewers - Contractual)	Open Gov Software - Funds budgeted in equipment account, paid from contractual. General Journal only to correct coding used on voucher.	\$ 2,127.00	Approved by M.M.

**CONSENT AGENDA MOTIONS M25-XX – M25-XX AND RESOLUTIONS 25-XX – 25-XX**

**RESOLUTION 25-**

**CONSENT AGENDA MOTIONS M25-XX – M25-XX AND RESOLUTIONS 25-XX – 25-XX**

The following Motions and 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 Motions **M25-XX – M25-XX** and Resolutions **25-XX – 25-XX**, are hereby approved as presented and amended, and

The question of the adoption of such proposed Consent Agenda Motions and 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 Laurie Hemmings – |
| Councilperson Christine Montague – | Councilperson Joseph Wetmore –  |
| Supervisor Ruth Groff –            |                                 |

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on April 16, 2025.

**RESOLUTION FOR THE TOWN OF LANSING TOWN SUPERVISOR TO SEND REQUEST TO NEW YORK'S FEDERAL AND STATE ELECTED OFFICIALS TO DEFEND THE CONSTITUTION AND CONSTITUTIONAL RIGHTS OF CITIZENS**

**RESOLUTION 25-**

**RESOLUTION FOR THE TOWN OF LANSING TOWN SUPERVISOR TO SEND REQUEST TO NEW YORK'S FEDERAL AND STATE ELECTED OFFICIALS TO DEFEND THE CONSTITUTION AND CONSTITUTIONAL RIGHTS OF CITIZENS**

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

WHEREAS, as elected officials sworn to uphold and protect the Constitution of the United States of America, we are increasingly alarmed by actions we are seeing that violate fundamental Constitutionally protected rights; and

WHEREAS, the First Amendment to the Constitution states, "Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances;" and

WHEREAS, the First Amendment affirms the people's rights to express and to be exposed to a wide range of opinions and views; and

WHEREAS, U.S. Immigration and Customs Enforcement (ICE) is unilaterally revoking visas and green cards from people based on these individuals exercising their Constitutionally protected expression of viewpoints; and

WHEREAS, the Fifth Amendment to the U.S. Constitution states: "...nor shall any State deprive any person of life, liberty, or property, without due process of law," and

WHEREAS, currently, U.S. Immigration and Customs Enforcement (ICE) is unilaterally revoking visas and deporting people without judicial review or due process; and

WHEREAS, we recognize that due process is not an obstacle to justice; it is a Constitutionally guaranteed right for a person accused to see what they are accused of and to present contrary evidence; and

WHEREAS, the judiciary is one of three independent branches of the federal government; the independence of one branch acts as a check on the other two branches, specifically protecting Constitutionally recognized rights and the rule of law; and

WHEREAS, in a series of recent executive orders, President Trump has restricted the ability of specific law firms, including those that employed his perceived political opponents, to interact with the federal government; and

WHEREAS, United States law affords persons the right to petition the federal courts for a writ of habeas corpus; and

WHEREAS, Federal Judge James Boasberg ordered the Trump administration to return at least two plane loads of immigrants so his court could determine if they were being properly deported; and

WHEREAS the Trump administration officials ignored Federal Judge James Boasberg’s order, and have continued to send the planes to El Salvador subsequent to Federal Judge James Boasberg’s order; and

WHEREAS, German Lutheran pastor Martin Niemöller eloquently expressed the necessity to speak out against attacks on a country’s civil liberties:

*Then they came for the trade unionists, and I did not speak out—  
Because I was not a trade unionist.  
Then they came for the Jews, and I did not speak out—  
Because I was not a Jew.  
Then they came for me—and there was no one left to speak for me.*

Now, therefore, be it RESOLVED, that as elected officials, we cannot stand silent as members of our constituencies are threatened by the actions of federal officials described above; and be it further

RESOLVED, that as democratically elected officials sworn to uphold and defend the U.S. Constitution, we must take action to ensure that residents are not afraid to speak out on issues they find important in our democracy; and be it further

RESOLVED, that as elected officials, our ability to create and maintain a safe and stable community is undermined when our residents live in fear of being rounded up by the federal agents and deported at any moment; and be it further

RESOLVED, that as elected officials, we acknowledge that adherence to the rule of law helps to preserve the rights of all people in a democratic society; and be it further

RESOLVED, that as elected officials, we implore our federal and state representatives to take any and all appropriate legal actions to ensure that all members of the federal government follow the Constitution and respect the rule of law; and be it further

RESOLVED, that, being that these are tumultuous times, it is our charge and responsibility as elected officials to represent our constituents, to uphold the core tenets of democracy and the U.S. Constitution, in order to prevent our nation from slipping into dangerous and authoritarian chaos; and be it further

RESOLVED, that as elected officials we ask the Town Supervisor to send this resolution to Senator Schumer, Senator Gillibrand, Representative Riley, Governor Hochul, Attorney General James, Senator Webb, and Assemblymember Kelles.

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 April 16, 2025.

**RESOLUTION FOR THE TOWN OF LANSING TO OPPOSE THE REMOVAL OF TAX-EXEMPT STATUS OF MUNICIPAL BONDS**

**RESOLUTION 25-**

**RESOLUTION FOR THE TOWN OF LANSING TO OPPOSE THE REMOVAL OF TAX-EXEMPT STATUS OF MUNICIPAL BONDS**

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

WHEREAS, an advisor to President Trump recently floated the idea of taxing municipal bonds; and

WHEREAS, infrastructure needs of the country include maintaining roads, utilities, water and sewer systems, and public buildings; and

WHEREAS, said infrastructure is typically financed through tax-exempt municipal bonds; and

WHEREAS, the tax-exempt yields at which these municipalities borrow are typically lower than comparably rated corporate bonds and US Treasuries; and

WHEREAS, according to the Public Finance Network, an organization formed to preserve the tax-exemption of municipal bonds, estimates that the elimination of the municipal bond tax-exemption would result in more than \$800 billion in higher interest costs for issuing municipalities over the next 10 years; and

WHEREAS, higher financing costs to back such projects will mostly fall to a municipality's constituents, who are servicing the debt as part of their tax payments; and

WHEREAS, the Town of Lansing plans on issuing bonds that would be negatively affected by the removal of tax-exempt status; now, therefore, be it

RESOLVED, that the Town of Lansing strongly opposes the removal of tax-exempt status to municipal bonds; and be it further

RESOLVED, that as elected officials, we implore our federal and state representatives to take any and all appropriate legal actions to ensure that all municipal bonds continue to enjoy their tax-exempt status, and be it further

RESOLVED, that as elected officials we ask the Town Supervisor to send this resolution to President Trump, Senator Schumer, Senator Gillibrand, Representative Riley, Governor Hochul, Senator Webb, and Assemblymember Kelles.

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 April 16, 2025.

**Judy Drake  
Town Board Member Report  
April 2025**

**Lansing Fire Commissioners – April 1, 2025**

Calls in March: Fire: 73 EMS: 68 No Response: 4 Total Calls: 136 Total Calls for Year: 338

LARGER INCIDENTS: Storm Calls: 2 days of trees & wires down, power outages. There was a house fire on Asbury Road w/ one person fatality and it was a total loss.

**Personnel Management Committee – April 2, 2025**

- Continued reviewing Cell Phone Policy edits and request form. Management staff was supportive of sending policy to Town Board.
- Discussed vacation time carry over policy. Management was supportive of updating policy to match what the Town Board approved in March.
- Preliminary discussion of current health insurance plan costs and options available through Health Consortium.

**Lansing Zoning Board of Appeals – April 9, 2025**

1) Project: Requesting an Area Variance for an in-home Animal Care Facility

Location: 89 Goodman Road, TPN 20.-1-8.220

Project Description: The applicant has applied for an Area Variance and is seeking relief from a 150' setback requirement applicable to Animal Care Facilities located in the AG zoning district.

Discussion: There was concern about stormwater run-off, barking noise, dogs getting out, and cars parked out front. Concerns were raised about items discussed at site plan meetings that have not been adhered to. Residents were directed to the Code Enforcement Office.

Decision: Approved with conditions of the fence location, screening, gate latching and number of dogs.

2) Project: Requesting an Area Variance for the construction of a 24' x 40' pole barn garage

Location: 394 Van Ostrand Road, TPN 29-1-17

Project Description: The applicant has applied for an Area Variance to construct a 24' x 40' (approx. 960 sq/ft) pole barn and needs relief from Town of Lansing Zoning Law § 270-11, Schedule II: Area, Frontage, Yard, Height, and Coverage Requirements for a 1) southern side yard setback of 4' where 15' is required and for a 2) western rear setback of 4' where 25' is required.

Discussion: There was no public opposed.

Decision: Approved with no conditions

**Attended NYS Government Finance Officers Association Conference April 2-4, 2025**

**Christine Montague  
Town Board Member Report  
April 2025**

**Tompkins Co. Youth Services Advisory Board, March 31**

- The website designer went through the website he is building for the County Youth Services Dept. There will be a webpage for runaway and homeless youth to link to agencies that can help. They are also making town-specific data pages for towns to keep track of number of youth served by various parts of the department.
- The department director toured a Binghamton example of housing for homeless and runaway youth to look into the same agency opening a similar option here.
- The director also described the Municipal Youth Services System (MYSS), Rural Youth Services (RYS) and Rec Partnership and how they serve the towns, villages and city in Tompkins Co.

**Lansing Housing Authority, March 24**

- A representative from Insero presented the audit of LHA for the year.
- The board accepted a contract to finish fixing the roof at Woodsedge, and will get quotes for replacing windows and siding.
- The Woodsedge residents elected a new president and VP of the resident's association. They cleaned up the community room and have started having dinners in the room, and got a new piano for it.
- To address the issue of smokers, the management started pop-up visits to check for smoking.

**Conservation Advisory Council, March 5**

- The CAC discussed the option of becoming a Conservation Advisory Board, where they would be consulted if a property before the planning board is on the Open Space Index or Unique Natural Area map. The chair said he would talk with the board from the Town of Ithaca to get more information.
- The Environmental Management Council (EMC) is giving each town a flash drive with the maps of unique natural areas, so that it will be easier to refer to. EMC also has scheduled an open house for 4-6 pm, May 8th at Stewart Park.
- The CAC nominated members to get data for our climate smart communities program and to get information on easements for those landowners interested in applying for them.

**MOTION TO ENTER EXECUTIVE SESSION**

Councilperson \_\_\_\_\_ moved to **ENTER EXECUTIVE SESSION TO DISCUSS**

**AT \_\_\_\_\_ PM.**

Councilperson \_\_\_\_\_ seconded the motion.

All in Favor – \_\_\_\_\_ Opposed – \_\_\_\_\_

**MOTION TO EXIT EXECUTIVE SESSION**

Councilperson \_\_\_\_\_ moved to **EXIT EXECUTIVE SESSION AT \_\_\_\_\_ PM.**

Councilperson \_\_\_\_\_ seconded the motion.

All in Favor – \_\_\_\_\_ Opposed – \_\_\_\_\_

**MOTION TO ADJOURN MEETING**

Councilperson \_\_\_\_\_ moved to **ADJOURN THE MEETING AT \_\_\_\_\_ PM.**

Councilperson \_\_\_\_\_ seconded the motion.

All in Favor – \_\_\_\_\_ Opposed – \_\_\_\_\_