



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, January 17, 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. Resolutions

- a. Resolution Appointing Judy Drake as Councilperson to Fill Vacant Seat
- b. Oath of Office

5. Consent Agenda

- a. Motion Authorizing Supervisor to Sign 2024 Cornell Cooperative Extension of Tompkins County Agreement
- b. Motion Approving Susan Brock, Esq., as Special Counsel for the Town for Legal Services for 2024
- c. Resolution Updating Employee Heather Dries' Position and Job Classification to Code Enforcement Officer
- d. Resolution Updating Employee Jennifer Schenck's Position and Job Classification to Accountant
- e. Resolution Accepting and Approving Execution of 2024 Collective Bargaining Agreement with Lansing Highway Association
- f. Resolution Appointing & Reappointing Members to the Lansing Parks, Recreation, and Trails Working Group
- g. Resolution Appointing Judy Drake as Town of Lansing Representative to the Tompkins County Youth Services Board
- h. Resolution Accepting the 2022 Year End Independent Outside Audit
- i. Resolution Approving Two AIA Agreements with Colliers Engineering to Proceed with Designs and Next Steps for the Town Highway Project
- j. Resolution Authorizing Purchase by Lease-Finance Agreement of Case 821G Wheel Loader

- [k.](#) Resolution Approving IworQ Systems Contract and Proposal for Software and Database Services
 - [l.](#) Resolution Approving Frost Solutions Contract and Proposal for Hardware and Services
 - [m.](#) Resolution Reappointing Members to the Town of Lansing Conservation Advisory Council
 - [n.](#) Resolution Approving Consent Agenda
- 6. 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
- 7. 2024 Organizational Resolutions**
- [a.](#) 2024 Organizational Resolutions
 - [b.](#) 2023 Town Historian's Report - Fannie Welch
- 8. Department Reports**
- [a.](#) **Lansing Community Library Report** – Christine Eisenhut
 - [b.](#) **Lansing Youth Services Report** – Richard Alvord
 - [c.](#) **Tompkins County Legislator Report** – Mike Sigler
 - [d.](#) **Highway Report** – Mike Moseley
 - [e.](#) **Parks and Recreation Report** – Patrick Tyrrell
 - [f.](#) **Director of Planning Report** – John Zepko
 - [g.](#) **Engineer’s Report** – Dave Herrick
 - [h.](#) **Town Clerk Report** - Debbie Munson
- 9. Motions and Resolutions**
- [a.](#) Resolution Making Negative Declaration of Environmental Significance and Approving and Authorizing Bid Documents for Demolition, Removal, and Restoration of 2 Auburn Road
 - [b.](#) Resolution Approving Audit and Budget Modifications and Supervisor’s Report
- 10. Board Member Reports**
- a. Councilperson Judy Drake
 - b. Councilperson Laurie Hemmings
 - c. Councilperson Christine Montague
 - d. Councilperson Joseph Wetmore
 - e. Supervisor Ruth Groff
- 11. Work Session**
- a. Update on Amending Board Appointment Process
- 12. Executive Session if Needed**
- a. Motion to Enter/Exit
- 13. 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.

RESOLUTION APPOINTING JUDY DRAKE AS COUNCILPERSON TO FILL VACANT SEAT

RESOLUTION 24-

RESOLUTION APPOINTING JUDY DRAKE AS COUNCILPERSON TO FILL VACANT SEAT

WHEREAS, when Councilperson Ruth Groff took the oath of office and was seated as Town Supervisor upon January 1, 2024, she automatically did and is deemed to have resigned her position as a Town Board Member (including under rules affecting compatibility of offices or duties), thus creating a vacancy upon the town board; and

WHEREAS, the Town Board, in order to fill such vacancy, needs to appoint a qualified person to fill such vacancy until the next general or biennial election, and upon deliberations upon the foregoing, the Town Board has

RESOLVED, that such vacancy be filled by Judy Drake and that she take the oath of office as soon as reasonably possible to become fully seated to participate in all meetings, duties, and activities of the Town Board.

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 Laurie Hemmings –
Councilperson Joseph Wetmore –

Councilperson Christine Montague –
Supervisor Ruth Groff –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 17, 2024.

**MOTION AUTHORIZING SUPERVISOR TO SIGN 2024 CORNELL COOPERATIVE
EXTENSION OF TOMPKINS COUNTY AGREEMENT**

MOTION M24-

**MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR
TO SIGN 2024 CORNELL COOPERATIVE EXTENSION OF
TOMPKINS COUNTY AGREEMENT**

Motion authorizing Town of Lansing Supervisor to sign 2024 Cornell Cooperative Extension of Tompkins County and Town of Lansing, Term of Agreement January 1 through December 31, 2024.

MOTION APPROVING SUSAN BROCK, ESQ., AS SPECIAL COUNSEL FOR THE TOWN OF LANSING FOR LEGAL SERVICES FOR 2024

MOTION M24

MOTION APPROVING SUSAN BROCK, ESQ., AS SPECIAL COUNSEL FOR THE TOWN OF LANSING FOR LEGAL SERVICES FOR 2024

Motion to approve Susan Brock, Esq., as special counsel for the Town of Lansing for 2024 for legal services for the Town when Attorney Guy Krogh has a conflict of interest or otherwise requires backup.

RESOLUTION UPDATING EMPLOYEE HEATHER DRIES' POSITION AND JOB CLASSIFICATION TO CODE ENFORCEMENT OFFICER

RESOLUTION 24 -

RESOLUTION UPDATING EMPLOYEE HEATHER DRIES' POSITION AND JOB CLASSIFICATION TO CODE ENFORCEMENT OFFICER

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

WHEREAS, to address staffing and responsibilities of the Codes and Planning Department, the Town has elected to promote Heather Dries to the position of Code Enforcement Officer. Heather has been working as a Code Enforcement Officer-Trainee and meets the qualifications for Code Enforcement Officer; so, upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective January 18, 2024, Heather Dries is hereby appointed as the Code Enforcement Officer, with the same Town perquisites and benefits as are available to all employees of the town and to such position. This position is in the competitive class and shall remain provisional until qualified per NYS and Tompkins County Civil Service Rules.
2. This appointment is a full-time appointment, at 36.5 hours per week.
3. The hourly wage is hereby set and approved at \$28.78 per hour, Grade 7, Step 2.
4. The probationary period for such appointment is hereby set at 26 weeks.
5. The Town Clerk shall administer the oath of office for such appointment.
6. The Town Personnel Officer be and hereby is authorized to make such changes to the Town's employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.

RESOLUTION UPDATING EMPLOYEE JENNIFER SCHENCK’S POSITION AND JOB CLASSIFICATION TO ACCOUNTANT

RESOLUTION 24 -

RESOLUTION UPDATING EMPLOYEE JENNIFER SCHENCK’S POSITION AND JOB CLASSIFICATION TO ACCOUNTANT

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

WHEREAS, to address staffing and responsibilities of the Town of Lansing Supervisor’s Office, the Town has elected to promote Jennifer Schenck to the position of Accountant. Jennifer was hired as an Information Aide in the Supervisor’s Office and meets the qualifications for Accountant; so upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective January 18, 2024, Jennifer Schenck is hereby appointed as the Accountant, with the same Town perquisites and benefits as are available to all employees of the Town and to such position. This position is in the competitive class and shall remain provisional until qualified per NYS and Tompkins County Civil Service Rules.
2. This appointment is a full-time appointment, at 36.5 hours per week.
3. The hourly wage is hereby set and approved at \$35.16 per hour, Grade 7, Step 6.
4. The probationary period for such appointment is hereby set at 26 weeks.
5. The Town Personnel Officer be and hereby is authorized to make such changes to the Town’s employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.

RESOLUTION ACCEPTING AND APPROVING EXECUTION OF 2024 HIGHWAY COLLECTIVE BARGAINING AGREEMENT

RESOLUTION 24-

RESOLUTION ACCEPTING AND APPROVING EXECUTION OF 2024 HIGHWAY COLLECTIVE BARGAINING AGREEMENT

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

WHEREAS, through its Steward in Fall of 2023, the Highway Association, as a recognized employee bargaining unit, requested bargaining to update the existing Collective Bargaining Agreement (the “Agreement”) and cover a new term, January 1, 2024 to December 31, 2024; and

WHEREAS, representatives of the bargaining unit and the Town duly met and bargained the terms, conditions of employment in, and the final language of such proposed “Agreement”, and the parties tentatively agreed upon the final form of said Agreement; and

WHEREAS, the bargaining unit duly met and approved by majority vote the Agreement and has requested that the Town now proceed to do the same, and the Agreement having been submitted to the Town Board for review and approval prior to and at this meeting, and the Town Board having deliberated thereupon, now, upon motion duly made the Town Board of the Town of Lansing has duly RESOLVED as follows:

1. The Collective Bargaining Agreement Between the Town of Lansing and Lansing Highway Association, dated January 1, 2024 through December 31, 2024, be and hereby is accepted and approved.
2. The Town Supervisor be and hereby is authorized to execute the same by, for, on behalf of, and in the name of the Town of Lansing.

RESOLUTION APPOINTING AND REAPPOINTING MEMBERS TO THE TOWN OF LANSING PARKS AND RECREATION / TRAILS WORKING GROUP

RESOLUTION 24-

RESOLUTION APPOINTING AND REAPPOINTING MEMBERS TO THE TOWN OF LANSING PARKS AND RECREATION / TRAILS WORKING GROUP

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

WHEREAS, on July 19, 2017, and as is set forth in the updated 2018 Comprehensive Plan, the Town Board approved and authorized Resolution 17-99 for the Creation and Initial Funding of a Capital Reserve Fund for Parklands and Trailways Planning and Development, Related Land and Use Rights Acquisitions, and Related General Equipment, Materials and Construction Funding; and

WHEREAS, on December 18, 2019, the Town Board of the Town of Lansing adopted Resolution 19-160 creating the Parks and Recreation / Trails Committee; and

WHEREAS, on March 15, 2023, the Town Board of the Town of Lansing adopted Resolution 23-70 amending the name of the group to the Parks, Recreation and Trails Working Group and increased the number of members to twelve; and

WHEREAS, the Parks, Recreation and Trails Working Group is needed to perform certain functions for the Town and to act in an advisory capacity in helping to enhance active and passive recreational opportunities for residents and visitors; and

WHEREAS, the following applicants, in the judgment of the Town Board, are qualified to serve again on the Parks, Recreation and Trails Working Group and are appointed to terms of membership, subject to reappointment, and the Town Board of the Town of Lansing has hereby:

RESOLVED, that the following people be reappointed to the Parks, Recreation and Trails Working Group with terms to expire December 31, 2025: Patrick Tyrrell, Jack Young, Laura Morse and Ruth Hopkins; and

RESOLVED, that the following person be appointed to the Parks, Recreation and Trails Working Group with a term to expire on December 31, 2025: Carolyn Greenwald (Village of Lansing) and Kristin Hopkins (Lansing Central School District).

**RESOLUTION APPOINTING JUDY DRAKE AS TOWN OF LANSING
REPRESENTATIVE TO THE TOMPKINS COUNTY YOUTH SERVICES BOARD**

RESOLUTION 24-

**RESOLUTION APPOINTING JUDY DRAKE AS TOWN OF LANSING
REPRESENTATIVE TO THE TOMPKINS COUNTY YOUTH SERVICES BOARD**

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

WHEREAS, Judy Drake has stated her interest in being appointed for the term January 18, 2024 to December 31, 2025 and has submitted her Tompkins County Advisory Board Application; and

WHEREAS, upon consideration and deliberation upon the same, the Town Board of the Town of Lansing has hereby

RESOLVED, that Judy Drake be and is hereby appointed as Town of Lansing Representative to the Tompkins County Youth Services Board, for the term January 18, 2024 to December 31, 2025, to serve at the pleasure of this Board.

RESOLUTION ACCEPTING THE 2022 YEAR END INDEPENDENT OUTSIDE FINANCIAL REPORT AND AUDIT OF TOWN OPERATIONS, PROCEDURES, FUNDS, CASH HANDLING PROCEDURES AND ACCOUNTS

RESOLUTION 24-

RESOLUTION ACCEPTING THE 2022 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 2022 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 2022 Year End Independent Outside Audit Report be and hereby is approved.

SEQRA: Type II Action.

**RESOLUTION APPROVING TWO AIA AGREEMENTS WITH COLLIERS
ENGINEERING TO PROCEED WITH DESIGNS AND NEXT STEPS FOR THE TOWN
HIGHWAY PROJECT**

RESOLUTION 24-

**RESOLUTION APPROVING TWO AIA AGREEMENTS WITH COLLIERS
ENGINEERING TO PROCEED WITH DESIGNS AND NEXT STEPS FOR THE TOWN
HIGHWAY PROJECT**

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

WHEREAS, the Town has been working for over a year with Bergmann-Colliers Engineering (“Colliers”) respecting the highway building and the completion of the design phase was fully completed such that the Town Board requested that the Highway Building Working Committee proceed to develop, review, negotiate and review the AIA agreement to advance to the design and bidding phases of the project; and

WHEREAS, a negative declaration was issued under SEQRA for this project, and an examination of the FEAF and findings thereunder reveal that nothing in these contracts or the design they are intended to implement has changed or been affected by the passage of time such that a new or supplemental review is indicated or required, such that the existing negative declaration is continued; and

WHEREAS, Colliers submitted a draft agreement that the committee negotiated and eventually unanimously recommended for approval to the Town Board, along and together with a supplemental AIA agreement to properly tie this design piece into the master AIA B102-2017 agreement already executed between the Town and Colliers dated December 15, 2020; and

WHEREAS, upon a review and deliberation upon each of the foregoing proposals as presented to this meeting, the Town Board has hereby:

RESOLVED, that the final and agreed upon form of the AIA B201-2017 (Project Design and Construction Services Agreements) between the Town and Colliers be and hereby is approved, and Town Supervisor may execute the same by, for, in the name of, and on behalf of the Town of Lansing; and it is further

RESOLVED, that the final and agreed upon form of the G802-2017 (base master contract amendment to add the B201 Design Services to the scope of agreement) between the Town and Colliers be and hereby is approved, and Town Supervisor may execute the same by, for, in the name of, and on behalf of the Town of Lansing.

RESOLUTION AUTHORIZING PURCHASE BY LEASE-FINANCE AGREEMENT OF CASE 821G WHEEL LOADER

RESOLUTION 24-

**RESOLUTION AUTHORIZING PURCHASE BY
LEASE-FINANCE AGREEMENT OF CASE 821G WHEEL LOADER**

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

WHEREAS, in accord with budgeted appropriations for the Highway Department and compliance with the Town’s Procurement Policy and General Municipal Law § 103 and § 109-b, the Town and the Town Highway Superintendent have examined the acquisition of a Case 821G wheel loader using a 5-year equipment lease-finance agreement, using approved Sourcewell bid list pricing through town and state-approved piggybacking, and the Town Highway Superintendent has recommended that the lease-finance acquisition be made at a gross purchase price of \$272,274.36, with a net purchase price of \$122,274.36 and a \$150,000 down payment by trade-in on the existing wheel loader, with the net purchase price balance being paid through an equipment lease-finance agreement through NCL Governmental Capital Leasing, per NCL Sourcewell Contract # 011620-NCL; and

WHEREAS, the Town Highway Superintendent has examined and analyzed the overall cost of other purchasing options and other financing options, and has recommended to the Town Board that the desired equipment be acquired per the above bid specifications, financed by a 5-year lease financing agreement structured per the above with National Cooperative Leasing at a rate of 7.28% and with annual lease payments each year of \$27,622.78, all pursuant to certain agreements described more fully below as submitted to the Town Board and hereby approved; and

WHEREAS, as a finance lease, the requirements of General Municipal Law (“GML”) § 109-b and related rules of the OSC were triggered, and such matters were also duly examined by Town officers and employees, and these agreements and this lease/financing recommendation duly so recommended for Town Board approval as based upon an examination of overall lease-financing costs, overall closing and interest costs, an amortization of goods schedule, and other matters requiring examination pursuant to said GML § 109-b and the NYS Comptroller’s regulations thereunder, which examination has been reported as duly undertaken and completed, and an evaluation of financing alternatives has been prepared by Town officers and employees demonstrating financing alternatives and the criteria used to evaluate these alternatives, all in accord with 2 NYCRR § 39.2, including an examination of the actual purchase price of the products purchased, with principal and interest amounts stated and deemed duly incorporated in this resolution and such agreements, all along and together with the requirements of Local Finance Law § 11.00; and

WHEREAS, it is found that the Period of Probably Usefulness (PPU) for this equipment is well beyond the 5-year term of the lease and that no referendum is required under the Local Finance Law, Town Law, or the General Municipal Law (or regulations) as a result of this financing and its related agreements; and

WHEREAS, the lease-finance rate and costs were compared to current bond and BAN lending rates, and Statutory Installment Bond (“SIB”) rates, and while the interest rate on the lease is higher than bond and SIB rates (and even greater than canvassed BAN rates), when the overall cost of factoring in bond approvals and bond anticipation notes and resolutions, and related expenses, are considered, together with the savings from not having to sell or auction the existing equipment, and the benefit of a higher trade-in value that would be historically received at auctions or alternate sales methods, the overall finance and transactional costs for this lease finance option become the most cost effective option by several thousand dollars over the 5-year life of this transaction; and

WHEREAS, given the public interest to be served by such equipment, the reduced time of acquisition and fulfillment, and the overall lower cost of an operating lease (or an installment payment agreement per GML § 109-b), the Town has found, and hereby again expressly finds and declares, that it is in the public and best interests of the Town to execute the purchase agreement for the subject equipment and the lease financing agreement with National Cooperative Leasing in the form as presented to this meeting, subject to the below-stated executory clause being made applicable to such transaction; and

WHEREAS, upon due consideration and deliberation upon the foregoing, the Town Board of the Town of Lansing resolves as follows:

1. The Town Board hereby finds and declares that: (i) all state and local procurement requirements were duly met; (ii) the execution of these agreements will not result in the Town exceeding the limits of its borrowing capacity nor the limits set forth in GML 109-b(6) and 2 NYCRR 19.5(c), as applicable; and (iii) that the execution and performance of these agreements and the National Cooperative Leasing (“Lease-Lender”) agreements is in the public interest.

2. The Purchase Agreement with Seller and the lease finance transaction with the Lease-Lender be and each is duly approved, subject to the inclusion of the following clause in each and both agreements as required by law:

“This contract shall be deemed executory only to the extent of monies appropriated and available for the purpose of the contract, and no liability on account thereof shall be incurred by the political subdivision beyond the amount of such monies. The installment purchase contract is not a general obligation of the Town of Lansing. Neither the full faith and credit nor the taxing power of the Town of Lansing is pledged to the payment of any amount due or to become due under such installment purchase contract. It is understood that neither this contract nor any representation by any public employee or officer creates any legal or moral obligation to appropriate or make monies available for the purpose of the contract.”

3. The aforesaid Agreements may hereafter be duly executed severally by either the Town Supervisor or the Town Highway Superintendent by, for, in the name of, and on behalf of the Town of Lansing.

4. No payment under the Agreements may be hereafter made, financed by, or drawn from any proceeds of obligations issued pursuant to the Local Finance Law, other than the proceeds of revenue anticipation notes, tax anticipation notes, or budget notes.
5. This is a tax-exempt transaction and no charges for sales or use taxes shall be permitted or charged against the Town of Lansing.
6. This resolution is not subject to referendum per applicable rules of the GML and the Local Finance Law, as applied; and this action is a Type II Action under SEQRA such that no environmental review is required.

RESOLUTION APPROVING IworQ SYSTEMS CONTRACT AND PROPOSAL FOR SOFTWARE AND DATABASE SERVICES

RESOLUTION 24-

RESOLUTION APPROVING IworQ SYSTEMS CONTRACT AND PROPOSAL FOR SOFTWARE AND DATABASE SERVICES

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

WHEREAS, the Town Highway Superintendent has examined purchasing a software tracking and database management system that tracks and logs parts, inventories, repairs, mileage, routings, time, fuel usages, maintenance schedules, and like matters, which systems are cloud-based and hosted on the NIST rated AWS GovCloud, and which system will save dozens to hundreds of hours of manually inputted data over the span of any given year, as well as give real-time inventory reports to assist in purchasing and inventorying; and

WHEREAS, IworQ Systems, Inc., is the selected provider and has submitted to the Town its Service Agreement, Order Form, and schedule of implementation and set-up services, and the Highway Department negotiated a \$1,000 installation discount, and the contract has been reviewed by the Town Attorney; and

WHEREAS, the cost of the system over its 3-year term will be covered by the existing budgetary allocations to the DA5130.400 and DB5110.400 funds, as it is and has been estimated by the Highway Department that the cost of this system will be offset by the savings on parts inventory, accurate fuel accounting, and labor costs and, upon deliberation thereupon and subject to final approval of minor changes desired by the Highway Superintendent, the said contract and services agreement is approved, and therefore be it

RESOLVED, that the Town Board approves such contract and the Town Supervisor, on consent of the Highway Superintendent as to the final version of the IworQ Service Agreement, be and hereby is authorized to execute such contract and related documents by, for, and in the name of the Town of Lansing.

**RESOLUTION APPROVING FROST SOLUTIONS CONTRACT AND PROPOSAL FOR
HARDWARE AND SERVICES**

RESOLUTION 24-

**RESOLUTION APPROVING FROST SOLUTIONS CONTRACT
AND PROPOSAL FOR HARDWARE AND SERVICES**

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

WHEREAS, the Town Highway Superintendent has examined purchasing two hardware stations to undertake real-time weather monitoring that will connect to regional software systems that provide similar data from other locally participating municipalities, and the use of such a system will enhance roadway safety, lead to prompter response times, and save significant amounts of money by helping to avoid highway department call-ins and ride-outs to inspect roads, as well as the fuel and vehicle mileage so incurred; and

WHEREAS, Frost Solutions is the selected provider and it has submitted to the Town (and to other nearby municipalities) its terms and pricing sheets, and the contract has been reviewed by the Town Attorney; and

WHEREAS, the cost of the system over its 2-year term will be covered by the existing budgetary allocations to the DA and DB funds, as it is and has been estimated by the Highway Department that the cost of this system will be offset by the savings on call-ins, labor, fuel, and ride out expenses, such that, upon deliberation thereupon and subject to final approval of minor changes desired by the Highway Superintendent, the said contract and service solution is approved, and therefore be it

RESOLVED, that the Town Board approves such contract and the Town Supervisor, on consent of the Highway Superintendent as to the final version of the Order Form and Master Service Agreement, be and hereby is authorized to execute such contract and related documents by, for, and in the name of the Town of Lansing.

**RESOLUTION REAPPOINTING MEMBERS TO THE TOWN OF LANSING
CONSERVATION ADVISORY COUNCIL**

RESOLUTION 24-

**RESOLUTION REAPPOINTING MEMBERS TO THE TOWN OF LANSING
CONSERVATION ADVISORY COUNCIL**

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

WHEREAS, in November of 2017, and as is set forth in the updated 2018 Comprehensive Plan, the Town approved creating a Conservation Advisory Council to perform certain functions for the Town and to act in an advisory capacity under General Municipal Law § 239-x; and

WHEREAS, on January 16, 2019, the Town Board of the Town of Lansing adopted Resolution 19-49 creating the Conservation Advisory Council (hereinafter termed “Council” or “CAC”) under authority granted to the Town by General Municipal Law Section 239-x; and

WHEREAS, on December 15, 2021, the Town Board of the Town of Lansing adopted Resolution 21-167 expanding the CAC membership to a maximum of nine (9) members under authority granted to the Town by General Municipal Law Section 239-x; and

WHEREAS, upon due consideration and deliberation by the Town of Lansing Town Board, the following candidates, in the judgment of the Town Board, are qualified to continue to serve on the CAC and now therefore be it RESOLVED as follows:

1. Edward Dubovi is reappointed to the Town of Lansing Conservation Advisory Council with a term to expire December 31, 2025.
2. John Fleming is reappointed to the Town of Lansing Conservation Advisory Council with a term to expire December 31, 2025.
3. Todd Walter is reappointed to the Town of Lansing Conservation Advisory Council with a term to expire December 31, 2025.
4. Member Edward Dubovi will serve as Chairperson effective January 1, 2024 through December 31, 2024.

CONSENT AGENDA MOTIONS M24-XX – M24-XX AND RESOLUTIONS 24-XX – 24-XX

RESOLUTION 24-XX

CONSENT AGENDA MOTIONS M24-XX – M24-XX AND RESOLUTIONS 24-XX – 24-XX

RESOLVED, that the Consent Agenda Motions **M24-XX – M24-XX** and Resolutions **24-XX – 24-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 Christine Montague –
- Supervisor Ruth Groff –
- Councilperson Laurie Hemmings –
- Councilperson Joseph Wetmore –

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on January 17, 2024.

2024 ORGANIZATIONAL RESOLUTIONS

2024 TOWN BOARD ORGANIZATIONAL RESOLUTIONS

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

RESOLUTION 24-

RESOLVED, that the Supervisor is authorized and directed to have all Town financial records and Justice Court records and dockets audited in accord with law; and it is further

RESOLVED, that the Supervisor make a report thereof to the Town Board, file her findings and reports with the Town Clerk, and file an official certified report in accord with law, all as referenced or required by or under General Municipal Law § 30 and Town Law §§ 29 and 123; and it is further

RESOLVED, that the Supervisor be authorized and permitted, in lieu of preparing her financial report under Town Law Section 29(10), to submit to the Town Clerk, by March 31, 2024 a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law.

RESOLUTION 24-

RESOLVED, that the Municipal Crime Policy be obtained and underwritten by NYMIR and be approved as to the following additional amounts for the following public officers: (i) \$30,000.00 for Court Clerks; (ii) \$30,000.00 for the Town Bookkeeper and Accountant, and Information Aide, if any; and (iii) \$1,165,000.00 for the Lansing Town Clerk and Deputy Town Clerk.

RESOLUTION 24-

RESOLVED, that the Supervisor appoints the Fire Chief and Company Captains of the Town as Superintendent of Fires, and Alternate Superintendent of Fires.

RESOLUTION 24-

RESOLVED, that Harris Beach PLLC be approved as Bond Counsel for the Town, and that they be consulted on an as needed basis.

RESOLUTION 24-

RESOLVED, that the Tompkins Community Bank, HSBC, M&T Bank, JPMorgan Chase Bank, and Cayuga Lake National Bank be designated as the depositories for the Town of Lansing.

RESOLUTION 24-

**RESOLUTION ACKNOWLEDGING APPOINTMENT OF
JOSEPH WETMORE AS DEPUTY SUPERVISOR AND
FIXING 2024 SALARY THEREFOR**

WHEREAS, a Deputy Supervisor is needed in case the Supervisor is ill or unable to act in her position exists, having been created in the past by the Town Board; and

WHEREAS, the position of Deputy Supervisor needs to be filled for the year 2024 and Supervisor Ruth Groff has appointed Joseph Wetmore as Deputy Supervisor, and Town Law § 42 requires the Town Board to fix the compensation therefor; and

WHEREAS, currently there is no salary incident to the appointment; and

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

RESOLVED, that Joseph Wetmore is acknowledged as Deputy Supervisor to serve at the pleasure of the Town Supervisor, such being initially intended as an annual appointment, to act on behalf of the Supervisor if she is ill or unable to act in her position, and the sum of \$-0- be and hereby is approved as compensation incident to such office.

RESOLVED, that the Town Clerk shall administer the oath of office for such position.

RESOLUTION 24-

RESOLVED, that the Supervisor, and Councilperson Joseph Wetmore, be authorized to sign checks drawn on all accounts at Tompkins Community Bank and Cayuga Lake National Bank except the Justice, Town Clerk, and Lansing Receiver of Taxes Accounts. The Town Clerk and Deputy Town Clerk be authorized to sign checks on the Town Clerk’s and the Lansing Receiver of Taxes accounts at Cayuga Lake National Bank. The Town Justices be authorized to sign checks on the Town Justice accounts at the Tompkins Community Bank; and it is further

RESOLVED, that the Supervisor, Bookkeeper, and Accountant be authorized to make transfers on all Town accounts and wire transfers that are necessary throughout the year except for the Lansing Receiver of Taxes checking and savings accounts, the Town Clerk’s checking account and the Town Justice accounts at the Tompkins Community Bank and Cayuga Lake National Bank; and it is further

RESOLVED, that the Town Clerk and Deputy Town Clerk be authorized to make transfers on the Lansing Receiver of Taxes checking and savings accounts that are necessary throughout the year at Cayuga Lake National Bank; and it is further

RESOLVED, that the Supervisor, Bookkeeper, and Accountant are hereby authorized to use the services provided by the Tompkins Community Bank entitled “Treasury Management” on all Town accounts except the Town Justice accounts; and it is further

RESOLVED, that the Supervisor, Bookkeeper, and Accountant are hereby authorized to use internet banking services provided by the Cayuga Lake National Bank except for the Town Clerk’s checking, Lansing Receiver of Taxes checking and savings accounts; and it is further

RESOLVED, that the Town Clerk, Deputy Town Clerk and Information Aide in the Clerk’s Office, are hereby authorized to use the services provided by the Tompkins Community Bank entitled “Treasury Management” and Cayuga Lake National Bank internet banking services for the Lansing Water District checking accounts; and it is further

RESOLVED, that the Town Clerk, Deputy Town Clerk and Information Aide in the Clerk’s Office, are hereby authorized to use internet banking services provided by Cayuga Lake National Bank on the Town Clerk’s checking account, Lansing Receiver of Taxes checking and savings accounts; and it is further

RESOLVED, that the Town Clerk, Deputy Town Clerk, and Information Aide in the Clerk’s Office are authorized to make inquiries on the Lansing Water District checking accounts and the Court Clerks are authorized to make inquiries on the Town Justice accounts.

RESOLUTION 24-

RESOLVED, that the Robert’s Rules of Order (for deliberative assemblies, 11th Edition) are followed, however: (i) voting be in alphabetical order (by last name) with the Supervisor voting last; and (ii) the technical formalities of the parliamentary process may be dispensed of unless formal request is made for formal procedure by a majority of the Town Board.

RESOLUTION 24-

RESOLVED, that the Lansing Town Board will hold the Regular Town Board Meetings on the third Wednesday of each month at 6:30 PM except for the February (due to AOT training) and June (due to Holiday) meetings which will be held on the fourth Wednesday of those months. Meetings will be held at the Town Hall Board Room, 29 Auburn Road, Lansing, New York. Two additional budget meetings will be held on Wednesday, September 25th and November 6th, 6:30 PM. Special meetings will be held as needed.

RESOLUTION 24-

RESOLVED, the public will be given the opportunity to address the Town Board (up to three minutes per person) on any issue of concern, near the beginning of every regular Town Board meeting. Immediately after the public comment period, each Town Board member will be given two minutes to respond to public comment(s). The post-public comment discussion will be limited to the members of the Town Board, unless the Town Board waives this rule by majority vote.

RESOLUTION 24-

RESOLVED, that the Town Officers, Authorized Personnel, and Highway Superintendent are hereby allowed the allowable rate by the IRS for the use of their private personal automobiles in the performance of their official duties.

RESOLUTION 24-

RESOLVED, that the Highway Superintendent be authorized to purchase equipment, tools and implements not to exceed the amount of \$5,000.00 per purchase without prior notice or approval.

RESOLUTION 24-

RESOLVED, that the vouchers for claims for the General Fund, Highway Fund, Capital Projects, Drainage Districts, Lighting Districts, Sewer Districts, Water Districts, and Trust and Agency be presented and audited in accordance with the Town Law Article 8, and any related provisions, rules or regulations of the State Comptroller, said presentation and audit to take place by the Town Board at each Regular Town Board meeting.

BE IT FURTHER RESOLVED, that in accord with the certification and other requirements of Town Law §118, the Supervisor be and hereby is authorized to make payment upon utility bills and postage prior to the audit of vouchers conducted pursuant to Town Law §118 (2).

RESOLUTION 24-

RESOLVED, that the Supervisor be named Budget Officer and that the Accountant be named Co-Budget Officer for the year 2024 to serve at the pleasure of the Town Board.

RESOLUTION 23-21

RESOLVED, that the annual salaries for Town Officers as compiled in the General Town Budget for 2024 be as follows:

Supervisor	Ruth Groff	\$30,306.00
Councilperson	Joseph Wetmore	\$ 9,741.00
Councilperson	Laurie Hemmings	\$ 9,741.00

Councilperson	Christine Montague	\$ 9,741.00
Councilperson	Judy Drake	\$ 9,741.00
Highway Superintendent	Michael Moseley	\$89,196.00
Town Justice	John Howell	\$22,248.72
Town Justice	Maura Kennedy-Smith	\$22,248.72
Town Clerk	Deborah K. Munson	\$56,243.00

and it is further

RESOLVED, that the Supervisor be authorized to pay the above salaries.

RESOLUTION 24-

RESOLVED, that the Town Board hereby establishes the following standard hours per month, as required for determination of retirement benefits for

Town Officials:

7.3 hours/day 36.5 hours/week
Court Clerk, Senior Court Clerk, Deputy Town Clerk, Accountant, Code Enforcement Officer, Information Aides in Code Office, Recreation Office, and Town Clerk’s Office

8 hours/day 40 hours/week
Bookkeeper, Town Clerk, Parks & Recreation Supervisor, Zoning/Code/Fire Enforcement Officer, Director of Planning, Town Planner, Highway Superintendent, Deputy Highway Superintendent, Secretary to the Highway Superintendent, Motor Equipment Operator, Mechanic, and Laborer

Town Justice	*based on a 6 hr/day	33 hrs/month
Councilperson	*based on a 6 hr/day	41.04 hrs/month
Supervisor	*based on a 6 hr/day	80 hrs/month

* Part-Time & Seasonal Employees are based on a 6-hour workday as established by the Town Board Resolution dated August 1, 1990.

RESOLUTION 24-

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 \$30.00/hour; and

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, 2024; 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 24-

RESOLUTION APPROVING HIRING OF A SEASONAL LANSING HIGHWAY DEPARTMENT EMPLOYEE AS NEEDED

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

WHEREAS, the Town Highway Superintendent had included the hiring of a seasonal employee to assist with the increased workload of the Highway Department in the summer in his annual budget funding, and such funds were approved as part of the 2024 budget; and

WHEREAS, the Highway Superintendent has been principally placed in charge of making recommendations to the Town Board and final decisions relating to the filing of such positions, including the selection of candidates and the setting of appropriate pay rates and terms of employment; and

WHEREAS, and after due deliberation upon this matter, be it now hereby **RESOLVED** as follows:

- 1. That one seasonal laborer position be and hereby is approved to be filled by the selection of the Highway Superintendent of and for the Highway Department, effective March 1st, 2024 at a rate of pay not to exceed \$23.68 per hour per position, and upon such reasonable terms as the Deputy Highway Superintendent shall so select.
- 2. The Town Personnel Officer be and hereby is authorized to make such changes to the Town’s employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.

RESOLUTION 24-

RESOLVED, that the Supervisor, with Town Board input, may direct the investment of general funds, special district funds, and highway money not obligated or required for immediate expenditure or distribution, in United States Treasury Bills, savings accounts, time deposit or time certificates of deposit through the Town’s official depository banks, with said deposits or investments to be payable or redeemable at the option of the Supervisor within such times as the proceeds may be needed to meet expenditures for which the moneys were provided, all pursuant to the provisions of the Investment Policy of the Town.

RESOLUTION 24-

RESOLVED, that the Town Clerk, Deputy Town Clerk and Information Aide in the Clerk’s Office are authorized to issue Accessible Parking Permits.

RESOLUTION 24-

RESOLVED, that the Ithaca Journal be designated as the official newspaper for the Town of Lansing.

RESOLUTION 24-

RESOLVED, that the following appointments made by the Supervisor be accepted:

2024 - LIAISONS		
Agricultural & Farmland Protection Committee	Joseph Wetmore Judy Drake (Alternate) Crystal Buck Christine Hass	Town Board Town Board Cornell Coop. Ext. Planning Board
Conservation Advisory Council (CAC)	Ruth Groff Judy Drake (Alternate)	Town Board Town Board
Fire Department	Judy Drake	Town Board
Lansing Housing Authority (LHA)	Christine Montague Laurie Hemmings (Alternate)	Town Board Town Board
Planning Board	Joseph Wetmore	Town Board
Water & Sewer Working Group	Ruth Groff	Town Board
Zoning Board of Appeals (ZBA)	Judy Drake Joe Wetmore (Alternate)	Town Board Town Board

2024 COMMITTEES – MEMBERS		
Bolton Point (Commissioners)	Joseph Wetmore VACANT	Town Board Town Resident
Broadband Committee	Joseph Wetmore	Town Board
Cayuga Lake Watershed Management Plan Intermunicipal Organization (CWIO)	Christine Montague Tom Vawter (Alternate)	Town Board Town Resident
Cayuga Medical Center	Laurie Hemmings Christine Montague (Alternate)	Town Board Town Board
Friends of Lansing Center Trail	Patrick Tyrrell	Parks & Recreation Department
Friends of Salt Point	Patrick Tyrrell	Parks & Recreation Department
Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC)	Mary Ellen Albrecht Ruth Groff (Alternate)	Supervisor's Office Town Board
Ithaca Tompkins County Transportation Council (ITCTC)	Ruth Groff John Zepko (Alternate)	Town Board Planning Department
Lansing Community Library	Laurie Hemmings Ruth Groff (Alternate)	Town Board Town Board
Lansing Parks, Recreation & Trails Working Group	Ruth Groff Patrick Tyrrell	Town Board Parks &

		Recreation Department
Lansing Youth Services	Laurie Hemmings	Town Board
Tompkins County Environmental Management Council (EMC)	VACANT	
Tompkins County Council of Governments (TCCOG)	Ruth Groff Joseph Wetmore (Alternate)	Town Board Town Board
Tompkins County Youth Board	Patrick Tyrrell	Parks & Recreation Department
	Judy Drake (Alternate)	Town Board
Tompkins County Youth Services	Judy Drake	Town Board

RESOLUTION 24-

RESOLVED, that Bookkeeper be appointed voting member for the Greater Tompkins County Municipal Health Insurance Consortium’s Board of Directors, and Town Supervisor be appointed as alternate, while Bookkeeper Officer shall serve as delegate to the Joint Committee on Plan Structure and Design for the year 2024.

RESOLUTION 24-

RESOLVED, that the Town Board appoints, the Highway Superintendent, Parks & Recreation Supervisor, Bookkeeper or Accountant, Town Clerk, Senior Court Clerk, Director of Planning, one Town Board Member selected from among the Town Board, and Town Supervisor to the Workplace Violence Threat Assessment Team and direct them to complete the annually required workplace audit by October 1, 2024.

RESOLUTION 24-

RESOLVED, that the Town Board of the Town of Lansing does hereby appoint Insero & Co. as the Town Accountant(s) for the year 2024, upon further review, with the Town to obtain services on an as needed and upon request basis.

RESOLUTION 24-

RESOLVED, that the Town Engineer for the Town of Lansing be David A. Herrick, P.E., of T.G. Miller, P.C., and he and his firm be consulted on an as needed basis.

RESOLUTION 24-

WHEREAS, the Town of Lansing will be attending the New York State Association of Towns Conference and Training Session in February and the Annual Meeting scheduled for February 18-21, 2024; and

WHEREAS, the Town needs to designate voting and alternate delegates to vote for and on behalf of the Town of Lansing for any matter that comes to vote before the Association of Towns; therefore it is hereby

RESOLVED, that the Town Board of the Town of Lansing hereby appoints Supervisor Ruth Groff as voting delegate, and Councilperson Joseph Wetmore as its alternate voting delegate.

RESOLUTION 24-

AUTHORIZATION TO PARTICIPATE IN COOPERATIVE PURCHASING OF HIGHWAY SERVICES WITH TOMPKINS COUNTY

WHEREAS, the Office of the State Comptroller has ruled that counties may no longer extend their bids for public work (services) to political subdivisions, and

WHEREAS, General Municipal Law Section 119 provides that municipalities may enter into cooperative purchasing agreements to jointly bid needed services, and

WHEREAS, General Municipal Law Article 5-G, Section 119 states that “any agreement entered into hereunder shall be approved by each participating Municipal Corporation or district by a majority vote of its governing body”.

NOW THEREFORE, BE IT RESOLVED, that the Town of Lansing is hereby authorized to participate in the County bid for purchasing highway materials and services as required for the operation of the Town Highway Department.

BE IT FURTHER RESOLVED, that the Town reserves the right to participate in the State bid if the State bid is lower.

RESOLUTION 24-

RESOLVED, that the 2024 Agreement for the Expenditure of Highway Moneys be approved and signed by the Town Board, Town Supervisor, and Town Highway Superintendent.

RESOLUTION 24-

RESOLVED, that the Town Clerk’s Office be the official depositories for all Town Accounts except the Town Justice Accounts.

RESOLUTION 24-

RESOLVED, as follows:

1. The Town Clerk's Office will accept payments by cash, check, or credit card for all services in the Town Clerk's Office. Payments for water/sewer and taxes may be made by credit card or e-check on the Town of Lansing's website.
2. The Parks and Recreation Department accepts payments by cash, check, or credit card. Payments for recreation programs, camping, and pavilions may be made by credit card on the Town of Lansing's Recreation Department website.
3. The Highway and Planning Department accepts payments by cash, check or credit card. Payments for permits and fees may be made by credit card on the Town of Lansing's OpenGov website.
4. The Lansing Court Office accepts payments by cash, credit card, certified bank check, or money order.
5. The Town Clerk's Office, Court, Planning, Highway and Parks & Recreation Departments have a separate processing fee for paying by credit card or e-check which said fee is paid by the person using the credit card or e-check.
6. The banking agreement is approved and each year the service cost will be examined to determine whether the service should be bid or shopped.
7. The deposits may be made remotely by using digital check scanners from Tompkins Community Bank or Cayuga Lake National Bank.

RESOLUTION 24-

RESOLVED, that the charge for a check to the Town, returned from the bank unpaid, is \$20.00.

RESOLUTION 24-

RESOLVED, that the Town Clerk/Receiver of Taxes is appointed the keeper and auditor of the three (3) Petty Cash Funds in the Town Clerk Office, one (1) for Water and Sewer (\$75.00), one (1) for Town Clerk (\$200.00) and one (1) for Receiver of Taxes (\$200.00).

RESOLVED, that the Parks and Recreation Supervisor is appointed the keeper and auditor of the Petty Cash Fund in the Parks and Recreation Department (\$400.00).

RESOLVED, that the Bookkeeper is appointed the keeper and auditor of the Petty Cash Fund in the Supervisor’s Office (\$250.00).

RESOLVED, that the Senior Court Clerk is appointed the keeper and auditor of the Petty Cash Fund in the Court Office (\$50.00).

RESOLUTION 24-

RESOLVED, that the salaries for the public officers that are a member of the Town of Lansing Planning Board will be paid \$800 with the December vouchers. The Lansing Planning Board Chairperson will be paid \$1,550 with the December vouchers. If a member is appointed after January 1st or resigns prior to December 31st, their pay will be prorated based on the number of full months of service. They will be paid with the December vouchers.

RESOLUTION 24-

RESOLVED, that the salaries for the public officers that are a member of the Town of Lansing Zoning Board of Appeals will be paid \$450 with the December vouchers. The Lansing Zoning Board of Appeals Chairperson will be paid \$850 with the December vouchers. If a member is appointed after January 1st or resigns prior to December 31st, their pay will be prorated based on the number of full months of service. They will be paid with the December vouchers.

RESOLUTION 24-

RESOLVED, that, subject to training requirements and formal resolutions for reappointment, the following residents are members of the Town of Lansing Planning Board and the Chairperson is Al Fiorille and the Vice Chairperson is Sandra Dennis Conlon.

Larry Sharpsteen (12/31/24), Al Fiorille (12/31/25), Dean Shea (12/31/26), Sandra Dennis Conlon (12/31/27), Thomas Butler (12/31/28), and Johnathan Licitra (12/31/29)

RESOLUTION 24-

RESOLVED, that, subject to training requirements and formal resolutions for reappointment, the following residents are members of the Town of Lansing Zoning Board of Appeals and the Chairperson is John (Jack) Young.

Mary Stoe (12/31/24), Richard Hayes (12/31/25), John (Jack) Young (12/31/26), and Susan Tabrizi (12/31/27)

RESOLUTION 24-

RESOLVED, that the following residents are members of the Town of Lansing Housing Authority with the following dates for terms expiring.

David Stoyell (12/31/27), Richard Hayes (12/31/27), Connie Wilcox (12/31/25), George Gesselein (12/31/24), Charla Hayes (12/31/27), and Sharon Jaenson (12/31/28)

RESOLUTION 24-

RESOLVED, that the following people are members of the Town of Lansing Ethics Board and the Chairperson is Jamie Ferris.

John Dann (12/31/27), Jamie Ferris (12/31/26) and Gregg Travis (12/31/24)

RESOLUTION 24-

RESOLVED, that the following people are members of the Town of Lansing Water and Sewer Working Group.

Mike Moseley, Mark Tyrrell, Guy Krogh, David Herrick, Scott Russell, John Zepko, Ruth Groff, Gregg Weatherby, Steve Riddle, and John Gutenberger

RESOLUTION 24-

RESOLVED, that the following people are members of the Town of Lansing Project Review Committee.

Al Fiorille, Donald Harner, David Herrick, Guy Krogh, Mike Moseley, Scott Russell, and John Zepko

RESOLUTION 24-

RESOLVED, that the following persons are appointed as members of 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.

Steve Lauzun (Chairperson-12/31/24), Bruce Barber (12/31/24), Chris Pettograsso (12/31/24), Christie Thornton (12/31/24), Michael Ariel (12/31/24), Patrick Tyrrell (12/31/25), Carolyn Greenwald (12/31/25), Kristin Hopkins (12/31/25), Jack Young (12/31/25), Laura Morse (12/31/25), Ruth Hopkins (12/31/25), and Ruth Groff (12/31/24)

RESOLUTION 24-

RESOLVED, that the following persons remain as members of the Agricultural and Farmland Protection Committee, formed pursuant to the Agricultural and Comprehensive

Plans of the Town of Lansing with each appointee to serve for a concurrent three-year term expiring upon December 31, 2025:

Connie Wilcox (Chairperson), John Fleming (Vice Chairperson), Adam Buck, Todd Eldred, James Hatfield, Christine Haas, Jeannine Kirby, Peter Larson III, Larry Moore, Steve Nedrow, and Ken Patchen

RESOLUTION 24-

RESOLVED, that the following persons remain as members of the Conservation Advisory Council and the Chair is Edward Dubovi.

Robyn Bailey (12/31/24), Adam Buck (12/31/24), Gabrielle Desnoes (12/31/24), Edward Dubovi (12/31/25), John Fleming (12/31/25), and Todd Walter (12/31/25)

RESOLUTION 24-

RESOLVED, there is hereby created the Town of Lansing Capital Improvement Working Group. The working group shall consist of not less than five nor more than nine members, each to be appointed by the Town Board annually, to serve one-year terms based upon a calendar year, with no restriction upon the number of terms, consecutive or otherwise, a member may serve. The chair (and any vice-chair) of the working group is (are) to be recommended and proposed by the group annually to the Town in December, and the Town Board shall review and approve or appoint such chair (and vice-chair, if applicable) annually at its organizational meeting. Absent a recommendation being received on or before January 1, annually, the Town Board may select such officers as it elects irrespective of the working group’s recommendations or lack thereof. The following persons are members of the Capital Improvement Working Group, and the Chair is Ruth Groff (Town Supervisor). All members’ terms expire December 31, 2024.

Ruth Groff (Town Supervisor), David Herrick (Town Engineer), John Zepko (Director of Planning), Al Fiorille (Planning Board Chairperson), Mary Ellen Albrecht (Bookkeeper), Jenn Schneck (Accountant), Mike Moseley (Highway Superintendent) and Patrick Tyrrell (Parks & Recreation Supervisor).

RESOLUTION 24-

RESOLVED, there is hereby created the Town of Lansing Code Revision Working Group. The working group shall consist of not less than five nor more than nine members, each to be appointed by the Town Board annually, to serve one-year terms based upon a calendar year, with no restriction upon the number of terms, consecutive or otherwise, a member may serve. The chair (and any vice-chair) of the working group is (are) to be recommended and proposed by the working group annually to the Town in December, and the Town Board shall review and approve or appoint such chair (and vice-chair, if applicable) annually at its organizational meeting. Absent a

recommendation being received on or before January 1, annually, the Town Board may select such officers as it elects irrespective of the working group’s recommendations or lack thereof. The following persons are members of the Code Revision Working Group, and the chair is Ruth Groff (Town Supervisor). All members’ terms expire December 31, 2024.

Jack Young (Zoning Board of Appeals Chair), Al Fiorille (Planning Board Chair), Ruth Groff (Town Supervisor), John Zepko (Director of Planning), Scott Russell (Code Enforcement Officer), and Joseph Wetmore (Town Board Member)

RESOLUTION 24-

RESOLVED, that in reference to the Town’s Procurement Policy, Department Heads will adhere to Town of Lansing’s Procurement Policy.

RESOLUTION 24-

RESOLVED, that Town Board, Planning Board, and Zoning Board of Appeals Members will attend a mandatory training session on handling conflict / facilitating heated meetings.

RESOLUTION 24-

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH TOMPKINS COUNTY SOIL AND WATER CONSERVATION DISTRICT FOR STORMWATER TECHNICAL SERVICES

WHEREAS, the Town of Lansing is in need of alternate stormwater review services and the Tompkins County Soil and Water Conservation District works cooperatively with MS4 members of the Tompkins County Stormwater Coalition and assists them in complying with the EPA Phase II Stormwater regulations; and

WHEREAS, the Agreement with Tompkins County Soil and Water Conservation District furthers the goals of the Town of Lansing Stormwater Management and Erosion Control Local Law #6 of 2009; and

WHEREAS, the Tompkins County Soil and Water Conservation District Agreement for Services stipulates an hourly rate of \$57 for Stormwater Inspection and Technical Services; and

WHEREAS, the duties of the “Stormwater Technical Advisor” will adhere to all New York State, Federal laws, and the Certified Professional in Erosion and Sediment Control (CPESC) Code of Ethics and Professional Conduct;

The Town Board of the Town of Lansing does hereby:

RESOLVED, that the Town Board of the Town of Lansing authorizes the Town Supervisor to execute the Agreement for Services with Tompkins County Soil and Water Conservation District which shall commence January 1, 2024 and terminate on December 31, 2024.

RESOLUTION 24-

RESOLVED, that, in addition to any enforcement (or similar) officers identified in the Town Code of the Town of Lansing (the “Town Code”), the following officers and employees are confirmed and appointed as enforcement officers for the following Chapters of the Town Code for all interpretations, applications, enforcement, permitting, and other matters contained in each Chapter therein:

Town Code Chapter 60, Smoking: Town Code Enforcement Officer, Town Building Inspector, Town Constable (whether an employee or contractor) and any police officer (employee and contractor Constables and police officers hereinafter collectively a “Town Constable”).

Town Code Chapter 108, Building Codes (Code Enforcement): Town Code Enforcement Officer and Town Building Inspector.

Town Code Chapter 103, Bingo and Games of Chance: Town Clerk and any Deputy Town Clerk.

Town Code Chapter 112, Unsafe Buildings: Town Code Enforcement Officer and Town Building Inspector.

Town Code Chapter 119, Communications Towers: Town Code Enforcement Officer, Town Building Inspector, Town Planner (such term to hereinafter include all planning consultants, unless otherwise stated), and any Zoning Officer.

Town Code Chapter 125, Dogs: Town Clerk, any Deputy Town Clerk, and any Animal Control Officer or Dog Control Officer (including any Dog Warden).

Town Code Chapter 137, Fire Prevention (Lock Boxes): Town Code Enforcement Officer, Town Building Inspector, any Fire Inspector, Fire Captain, or Fire Marshal of the Town or any Fire District (or similar geographic district or area) affecting or located within the Town.

Town Code Chapter 142, Flood Damage Prevention: Director of Planning as Local Administrator.

Town Code Chapter 158, Junkyards and Outdoor Storage: Town Code Enforcement Officer, Town Building Inspector, Town Planner, and Zoning Officer.

Town Code Chapter 170, Mobile Home Parks: Town Code Enforcement Officer, Town Building Inspector, Town Planner, and Zoning Officer.

Town Code Chapter 174, Motorcades, Parades, and Assemblies (Mass Gatherings): Town Code Enforcement Officer, Town Building Inspector, Town Constable, and Recreation Supervisor (or other officer or employee functioning as the Department Head of the Town of Lansing Department of Parks and Recreation, hereinafter collectively the “Recreation Supervisor”).

Town Code Chapter 190, Parks and Recreation Areas: Recreation Supervisor, or his or her designees, and Town Constable.

Town Code Chapter 206, Sewers: Town Code Enforcement Officer, Town Building Inspector, Town Highway Superintendent and Deputy Highway Superintendent, or their designees, and Town Constable.

Town Code Chapter 210, Signs: Town Code Enforcement Officer, Town Building Inspector, Town Planner, and Zoning Officer.

Town Code Chapter 225, Stormwater Management (Stormwater and Illicit Discharges): Stormwater Management Officer (“SMO”). The Town's Planner be and hereby is appointed and designated as the Town’s SMO.

Town Code Chapter 230, Streets and Sidewalks: Town Highway Superintendent and Deputy Highway Superintendent, or their designees, Town Code Enforcement Officer, and Town Constable.

Town Code Chapter 235, Subdivision of Land: Town Planner.

Town Code Chapter 270, Zoning: Town Code Enforcement Officer is hereby appointed as Zoning Officer of the Town.

Under town code Chapters 108 (code enforcement), 112 (unsafe buildings), 158 (junkyards), 210 (signs) and 270 (zoning), an enforcement officer shall also be, and such term shall include, any NYS code enforcement officer engaged by the town for code enforcement or building inspection services.

RESOLUTION 24-

RESOLVED, that the Town Board of the Town of Lansing does hereby approve the following Town Clerk’s 2023 Annual Report, Water and Sewer Collection Report, and Receiver of Taxes Report, as set forth below.

TOWN CLERK’S 2023 ANNUAL REPORT

RECEIPTS	
Marriage Transcripts	\$ 280.00
Marriage Licenses	\$ 1,250.00
Decals	\$ 16,930.00
Photocopies	\$ 31.25
Outgoing Faxes	\$ 8.00
Dog Licenses	<u>\$ 21,930.00</u>

TOTAL RECEIPTS **\$ 40,429.25**

DISBURSEMENTS	
Paid to Supervisor for General Fund	\$ 21,946.64
Paid to NYS DEC for DECALS	\$ 16,170.61
Paid to Ag & Markets for Animal Population Control	\$ 1,637.00
Paid to NYS Health Dept. for Marriage Licenses	<u>\$ 675.00</u>

TOTAL DISBURSEMENTS **\$ 40,429.25**

- Dog Tickets Issued – 41
- Accessible Parking Permits Issued/Renewed – 251
- Notary Signatures – 1229
- FOIL Requests – 41

2023 TOWN OF LANSING
WATER AND SEWER COLLECTION

MONTH	WATER	PENALTY	TOTAL
January	\$1,482.41	\$105.80	\$1,588.21
February	\$214,601.35	\$1,134.78	\$215,736.13
March	\$12,519.77	\$849.60	\$13,369.37
April	\$2,310.95	\$198.54	\$2,509.49
May	\$200,916.46	\$730.89	\$201,647.35
June	\$10,718.60	\$888.85	\$11,607.45
July	\$2,459.22	\$189.21	\$2,648.43
August	\$235,647.13	\$1,247.82	\$236,894.95
September	\$33,370.40	\$2,285.01	\$35,655.41
October	\$10,243.07	\$1,551.36	\$11,794.43
November	\$221,051.19	\$106.14	\$221,157.33
December	\$12,671.13	\$902.55	\$13,573.68
TOTAL	\$957,991.68	\$10,190.55	\$968,182.23

CHERRY ROAD SEWER COLLECTION

MONTH	SEWER	PENALTY	TOTAL
January	\$177.50	\$11.76	\$189.26
February	\$6,471.33	\$7.38	\$6,478.71
March	\$382.50	\$14.76	\$397.26
April	\$281.25	\$0.00	\$281.25
May	\$6,822.09	\$14.76	\$6,836.85
June	\$207.43	\$20.75	\$228.18
July	\$73.75	\$0.00	\$73.75
August	\$6,682.62	\$23.52	\$6,706.14
September	\$1,180.00	\$88.56	\$1,268.56
October	\$398.75	\$44.28	\$443.03
November	\$5,881.57	\$0.00	\$5,881.57
December	\$632.18	\$41.12	\$673.30
TOTAL	\$29,190.97	\$266.89	\$29,457.86

WARREN ROAD SEWER COLLECTION

MONTH	SEWER	PENALTY	TOTAL
January	\$0.00	\$0.00	\$0.00
February	\$37,686.28	\$16.59	\$37,702.87
March	\$96.80	\$7.38	\$104.18
April	\$0.00	\$0.00	\$0.00
May	\$37,919.08	\$36.90	\$37,955.98
June	\$0.00	\$0.00	\$0.00
July	\$172.09	\$0.00	\$172.09
August	\$37,936.73	\$39.21	\$37,975.94
September	\$295.00	\$29.51	\$324.51
October	\$313.44	\$31.36	\$344.80
November	\$39,505.43	\$0.00	\$39,505.43
December	\$96.80	\$0.00	\$96.80
TOTAL	\$154,021.65	\$160.95	\$154,182.60
	WATER/SEWER	PENALTY	TOTAL
GRAND TOTALS	\$1,141,204.30	\$10,618.39	\$1,151,822.69

2023 Return of Taxes - Town of Lansing

ORIGINAL WARRANT	\$15,638,702.13		
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DUE TO SUPERVISOR	\$4,944,071.08	DUE TO COUNTY	\$10,694,631.05
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Adjustments

ADJUSTED DUE SUPERVISOR	\$4,944,071.08	ADJUSTED DUE COUNTY	\$10,694,631.05
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TOTAL ADJUSTED WARRANT	\$15,638,702.13		
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COLLECTED			
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1st Installments	\$358,649.59		
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Service Charge (for 1st installments)	\$17,932.47		
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Full Payments	\$14,427,964.26		
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Penalties	\$8,273.81		
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Late Notice Fees	\$88.00		
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Bad Check Fees	\$88.00		
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TOTAL COLLECTED	\$14,812,908.13		
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Bank Interest	\$21,302.51		
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TOTAL COLLECTED PLUS INTEREST	\$14,834,210.64		
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PAYMENTS TO SUPERVISOR		RECONCILE WITH COUNTY	
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1/25/2023 ck #1002	\$4,944,071.08		
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Franchise Tax	\$354,758.76		
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2nd Install Due	\$358,648.29		
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paid ck #1006	\$7,500,000.00		
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paid ck #1008	\$1,600,000.00		
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paid ck #1010	\$387,784.01		
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Unpaid Taxes Returned to County	\$493,439.99		
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Sub Total	\$10,694,631.05		
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TOTAL FOR RECONCILE	\$10,694,631.05		
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(Subtract from Adjusted County Warrant)

TOTAL PAID SUPERVISOR	\$4,944,071.08		
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BALANCE DUE TOWN	\$0.00	BALANCE DUE TO COUNTY	\$0.00
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OTHER PAYMENTS TO TOWN		OTHER PAYMENTS TO COUNTY	
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Penalties	\$8,273.81		
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Late Notice Fees	\$88.00		
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Bad Check Fees	\$0.00		
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SUB TOTAL	\$8,361.81		
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Interest in checking account	\$21,302.51		
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Service Charge (for 1st install)	\$17,932.47		
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paid ck#1007	\$17,932.47		
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Total Other to Town	\$29,664.32		
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Paid to Supervisor-4/13/23 #1009	\$29,009.63		
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Paid to Supervisor-5/4/23 #1011	\$654.41		
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Paid to Supervisor-6/8/23 #1012	\$0.28		
Balance due to Supervisor (other payments)	\$0.00		
BEGINNING TOTAL IN CHECKING		\$0.00	
Total Collected plus interest	\$14,834,210.64		
Warrant Paid to Town	\$4,944,071.08		
Other Payments to Town	\$29,664.32		
Warrant Paid to County	\$9,487,784.01		
Franchises	\$354,758.76		
Other Payments to County	\$17,932.47		
ENDING TOTAL IN CHECKING		\$0.00	
Full Payment Bills Collected	4,361	New Apportioned Bills	24
First Installments Collected	241	Total In Lieu of Taxes	\$14,745.39
Unpaid Bills	110		

RESOLUTION 24-

RESOLVED, that the Town Board of the Town of Lansing does hereby approve the following 2024 Town of Lansing Parks and Recreation Department Fees and Code Office Subdivision and Building Permit Fees.

BE IT FURTHER RESOLVED, that these 2024 Lansing Parks and Recreation Department Fees and Code Office Subdivision and Building Permit Fees be and remain subject to amendment throughout the year by the Town Board.

2023-2025 Myers Park Marina Fee Schedule				
Resident Rate: \$74/FT			Non-Resident Rate: \$84/FT	
Boat Length Per FT	If paid in full by February 9th	Installment: 1st Payment: Feb. 9, 2024 2nd Payment March 8, 2024	If paid in full by February 9th	Installment: 1st Payment: Feb. 9, 2024 2nd Payment March 8, 2024
Min. 20'	\$ 1,480.00	1st: \$740 2nd: \$740	\$ 1,680.00	1st: \$840 2nd: \$840
21'	\$ 1,554.00	1st: \$777 2nd: \$777	\$ 1,764.00	1st: \$882 2nd: \$882
22'	\$ 1,628.00	1st: \$814	\$ 1,848.00	1st: \$924

		2nd: \$814		2nd: \$924
23'	\$ 1,702.00	1st: \$851 2nd: \$851	\$ 1,932.00	1st: \$966 2nd: \$966
24'	\$ 1,776.00	1st: \$888 2nd: \$888	\$ 2,016.00	1st: \$1008 2nd: \$1008
25'	\$ 1,850.00	1st: \$925 2nd: \$925	\$ 2,100.00	1st: \$1050 2nd: \$1050
26'	\$ 1,924.00	1st: \$962 2nd: \$962	\$ 2,184.00	1st: \$1092 2nd: \$1092
27'	\$ 1,998.00	1st: \$999 2nd: \$999	\$ 2,268.00	1st: \$1134 2nd: \$1134
28'	\$ 2,072.00	1st: \$1036 2nd: \$1036	\$ 2,352.00	1st: \$1176 2nd: \$1176
29'	\$ 2,146.00	1st: \$1073 2nd: \$1073	\$ 2,436.00	1st: \$1218 2nd: \$1218
30'	\$ 2,220.00	1st: \$1110 2nd: \$1110	\$ 2,520.00	1st: \$1260 2nd: \$1260
31'	\$ 2,294.00	1st: \$1147 2nd: \$1147	\$ 2,604.00	1st: \$1302 2nd: \$1302
32'	\$ 2,368.00	1st: \$1184 2nd: \$1184	\$ 2,688.00	1st: \$1344 2nd: \$1344
Boat Slips with Electric add \$200				

Town of Lansing Parks & Recreation

2024 PAVILION INFORMATION

PAVILION	SIZE	CAPACITY	RES.FEE	NON-RES FEE
A	40' X 30'	150	\$55.00	\$60.00
B	50' X 30'	200	\$75.00	\$80.00
C	40' X 34'	150	\$55.00	\$60.00
D	48' X 36'	200	\$75.00	\$80.00
E	36' X 28'	100	\$55.00	\$60.00
F	36' X 28'	100	\$55.00	\$60.00
G	36' X 28'	100	\$55.00	\$60.00

BALLFIELD		150	\$55.00	\$60.00
LUDLOWVILLE		75	\$30.00	\$35.00

2024 PARK AND MARINA FEE SCHEDULE

	RESIDENTS	NON-RESIDENTS
PARK ADMISSION (per car) -Admission will be charged daily	FREE with Myers Park resident sticker	\$7.00
-Non-Resident Season Admission Pass		\$40.00
-Non-Resident Season Admission Pass Sr. Citizen		\$25.00
LAUNCHING		
- per launch	\$6.00	\$8.00
- season permit	\$50.00	\$70.00
- Sr. Citizen season permit	\$40.00	\$60.00
DRY DOCK		
Seasonal – April 1 st – Nov. 1 st	\$400.00	\$500.00
KAYAK Seasonal – April 1 st – Nov. 1 st	\$100.00	\$125.00
TRANSIENT DOCKING Must dock in designated area only!	\$5 (4 hr Max)	
CAMPING (per night) Water, Electric & WIFI included on every site.	\$42.00	\$46.00
- Weekly Rate (7 Nights)	\$275.00	\$295.00
- Monthly Rate (30 OR 31 Nights)	\$1,000	\$1,000
BOATS	\$74/FT	\$84/FT

Extra Season Launch sticker – Customers with multiple boats may purchase an extra season launch sticker for an additional \$5.00. Registration for the additional boat must be shown at the time of purchase along with the additional trailer license plate number.

Senior Citizen prices are for anyone 62 & older. There is no discount rate for camping, dry dock, kayak racks or pavilions.

Rules and Regulations for Use of Lansing Community Center

RULES:

1. **To reserve** the Community Center, contact the Parks and Recreation Office at 607-533-7388, or stop by the office at 29 Auburn Road, Monday – Thursday 7:30am to 4:00pm, Friday 7:30am to Noon.
2. **FEE:** for rental of the building is **\$75**. A deposit of \$25 will be needed to hold the space. There is no charge for non-profit organizations.
3. All organizations must provide a Certificate of Insurance in the amount of \$500,000 combined single limit and the Town of Lansing named additionally insured.
4. **Renting party must remain on designated floor only.** Other areas of the building may be rented simultaneously.
5. **NOTICE:** Play area equipment and toys are property of the *Lansing Drop-In* and are **off limits to all users** other than the participants of the Lansing Drop-In.

KEYS:

6. Weekly and bi-weekly users will be assigned one key to the leader of the organization at the beginning of the assigned use date. The key must be signed out in person at the Parks and Recreation Office. At the end of the scheduled season, you must return the key to the Parks and Recreation Office.
7. **All other users must sign out a key in person** at the Parks and Recreation Office and return the key in the *Parks & Recreation Drop Box*, immediately after use, located in the Town Hall Foyer.

KITCHEN USE:

8. There will be a fee of **\$25** for kitchen use. Must do a “walk-through” of kitchen prior to usage.
Kitchen use includes the use of the stove, griddle, and/or the dishwasher.
Usage shall be limited to once per month, **not to exceed a total of 3 uses per calendar year.**

CLEAN UP:

9. Return tables and chairs to their original spots. Do not drag tables and chairs across the floor. If the kitchen facilities were used, please wipe down and clean all surfaces. If extensive clean-up is required after your use of the Community Center, you will be charged a clean-up fee of \$50 per hour.
10. Turn off lights for the BATHROOMS, THE 2ND FLOOR, AND THE FOYER ONLY.
All other lights are on sensors and turn off automatically.
11. **Be sure all doors are locked when you leave.**
12. If there is any abuse to the building, you will lose your privilege to use the building.
13. Youth groups must have an adult supervisor.
14. **NO ALCOHOLIC BEVERAGES ARE ALLOWED.**
15. If you experience problems during the use of the Community Center with the water, heat, plumbing, or appliances, please call one of the following immediately:

Patrick Tyrrell
315-246-3575

Owen Davis
607-793-4212

Parks & Recreation Department
607-533-7388

Thank You!
Lansing Parks and Recreation Office

Town of Lansing Building Permit Fees
(Effective January 17, 2024)

The fees set forth shall be doubled if work is commenced prior to the issuance of a Permit.

Residential (One- & Two-Family Residences, Modulares, Mobile Homes on private lots, Additions, Finished basements, plumbing)	\$.50 per sq ft \$.20 per sq ft for an attached garage *Basement is not included in sq ft if it is not finished
Mobile Homes on Rental Lots	\$250
Garages, Storage Buildings, Workshops, & Pole Barns	\$.30 per sq ft \$100 minimum
Commercial- New, Remodel, Multi-Res	\$5.60 per thousand of estimated construction cost (\$100 min)
Residential Remodel	\$5.60 per thousand of estimated construction cost when sq ft rule does not apply (\$100 min)
Pools *90 day permit issued for portable/storable pools *180 day permits issued for above & inground pools. Pools shall be completed within 12 months.	\$100 - Portable/ Storable pool \$150 - Above Ground Pool \$200 - Inground Pool
Generators and Hot Tubs	\$75
Prefabricated sheds	\$100 Plans required for review
Deck	\$125
Roof	\$125
Solar (residential- ground and roof mounted)	\$200
Solar (commercial)	Up to 5 acres- \$750 Over 5 acres- \$750 + \$100 per acre
Reinspection	\$75
Failure to cancel appointments	\$50 to be paid before the next inspection can be scheduled
Demolition	\$75
Signs	\$100
Cell Tower Upgrades	\$200
Fireworks Display	\$300 per event
Mass Gathering	\$250 per event

Solid Fuel Burning Appliance- wood, pellet, coal	\$100
Code Compliance Letter	\$100
Zoning Compliance Letter	\$100
Fire & Safety Inspections- Public Assembly, Multi-Residence & Businesses	\$50 with no violations \$100 with violations \$100 Multi-Residence with 5 or more units with no violations \$150 with violations
Inspections outside normal business hours	\$150 per hour (2hr minimum)
Zoning Permit	\$100

*Note 1: Except for projects noted here, there will be a minimum Fee of \$100.

*Note 2: Building Permit life span. Building Permits are good for 1 year (unless otherwise noted in Local Law). Permits may be extended for 12 months at a time for a total of 3 years from issued date (unless otherwise noted in Local Law). One month prior to expiring, the Planning and Code Department will send a renewal letter. If the permit is renewed prior to expiring, the fee the same as the original fee. If permit expired and is within 30 days, there will be a \$50 fee added to the original fee. If the expired permit is past due between 31 days and 60 days an additional \$50 fee will be added to the previous month. If the expired permit is past due between 61 and 90 days an additional \$100 will be added to the previous month. An appearance ticket will be issued for any expired permit past due 91 days and a \$100 per month penalty for every month after 91 days.

*Note 3: Applications will be kept on file for 60 days. Any outstanding applications will be withdrawn. Applicants will be required to reapply. Fees associated with the review of an application are non-refundable and non-transferable.

Town Of Lansing Planning Fee Schedule

(Effective January 17, 2024)

SITE PLAN REVIEW

<u>Estimated Project Cost</u>	<u>Review Fee</u>	<u>Each Public Hearing</u>
\$1 - \$10,000.99	\$100.00	\$100.00
\$10,001 - \$100,000.99	\$250.00	\$100.00
\$100,001 - \$500,000.99	\$500.00	\$100.00
\$500,001 - \$1,000,000.99	\$750.00	\$100.00
\$1,000,001 - \$2,500,000.99	\$1,000.00	\$100.00
\$2,500,001 - \$5,000,000.99	\$1,500.00	\$100.00
\$5,000,001 and up	\$250 escalation per 500,000 EPC	\$100.00

For Modification of a previously approved Site Plan § 270-27G, if there are no significant changes and no Project Review is deemed necessary, the fee is \$250. Legal, engineering, and technical review fees to be paid via initial escrow or Developer’s Agreement in an amount set by the Director of Planning.

STORMWATER

Notice of Ground Disturbance Permit – No charge

Stormwater & Erosion Control Application – \$550.00 (Additional costs for legal and/or engineering review per Local Law #9 of 2009, Section 7)

SUBDIVISION

Exempt Subdivision – \$125.00

Lot Line Adjustment – \$125.00

Minor Subdivisions – Preliminary Plat Application – \$175.00 (Includes Notification for one Public Hearing) \$150.00 for each new lot created paid after Final Plat Approval.

Major Subdivisions – Preliminary Plat Application \$225.00 (Includes Notification for Public Hearing) \$250.00 for each new lot created paid after Final Plat Approval. Initial escrow or developer’s agreement determined per Local Law #3 of 2016, Section 7(A).

ZONING & REZONING

Appeal to Zoning Board of Appeals – \$175.00 (Includes Notification for one Public Hearing)

Planned Development Area (PDA) amendment or establishment – Initial fee \$575.00 (Includes Notification for one Public Hearing) plus initial escrow or developer’s agreement of \$2,500 plus any associated Site Plan and/or Subdivision fees. Filing of approved Final development plan per § 270-32H – \$775 (Includes Notification for one Public Hearing).

GENERAL

Cell Tower Application Fee – \$1,500.00 (Additional costs for technical consultant review per Local Law #7 of 2015, Article VIII); cell tower co-location (on existing tower) \$750.00

Floodplain Development Permit – \$250.00 (Additional costs for legal and/or engineering review per Local Law #9 of 2016)

Junkyard Permit or Renewal – \$100.00 (Additional costs for legal and/or engineering review per Local Law #3 of 2014)

Outdoor Storage Exemption Certificate – \$100.00

Public Hearing Notification – \$100.00

Special Permit – \$375.00 (Includes Notification for one Public Hearing)

Utility Availability Letter – \$150.00

Parks and Recreation Fees for New Development – \$1,250 per Dwelling Unit

RESOLUTION ADOPTING 2024 ORGANIZATIONAL RESOLUTIONS
24-XX – 24-XX

RESOLUTION 24-

RESOLUTION ADOPTING 2024 ORGANIZATIONAL

RESOLUTIONS 24-XX – 24-XX

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

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

BE IT FURTHER RESOLVED, that these Organizational Resolutions be and remain subject to amendment throughout the year by the Town Board.

The question of the adoption of such proposed Organizational 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 Resolutions were approved, carried, and duly adopted on January 17, 2024.

Lansing Town Historian
Annual Report 2023
Fannie M. Welch, Historian

I am available on Saturdays from 10am until noon or by appointment. I also have an email address which has been convenient. This position is an enjoyable experience!

JANUARY

- Met with Sue Travis to help her with her genealogy.

MARCH

- Linda Chapman gifted us with several historical publications. Anne Drake helped me shelve those books plus some additional Lansing year books.
- Met with Pat Tyrrell on computer issues.
- Showed the Association how to fold the letter to membership.
- Marilyn Farmer called with questions on the schoolhouse which is now the library.

APRIL

- Spent three hours between the Archives and North Cabin.

MAY

- Colby Gee, realtor, wanted info on the purchase of historical buildings.
- Jeanne Bishop and I had a long conversation about the 40+ years that her father Everett Nobles delivered the mail.
- The Quilters group met to look at the quilt that they had made of the churches in Lansing.
- Met with Stacy Hern regarding the choice of the graduating senior for the \$500 Susie Howell Haring Scholarship.

JUNE

- Anne Drake and I went to the cabin to decide on getting ready for July 4.
- Anne swept through twice since it was filthy.
- John Howell helped move some of the furniture in the cabin.
- Members of the Association were urged to attend.

JULY

- My granddaughter, her husband and their two-year-old all dressed appropriately sat in front of the cabin waving to folks as they drove in. We were open from 9:30 until 12:30 and a lot of folks stopped in.
- Special thanks to Mike Moseley and all his crew that helped, especially for the Plexiglas windows.
- On July 10, I met with Pat Sawhaney, a Lansing native who now lives in Virginia. She had called and asked if it was possible to see the cabin since she wouldn't be here on the 4th. She and her daughter enjoyed the visit and left a donation for the Association.
- Matt Zippolo asked for info on Allen Fletcher and Orlando White. Thanks to Nellie Minturn's history I was able to give them the answers they were looking for.

- I wrote an article for the Association newsletter on the “Last Days of Lincoln”

SEPTEMBER

- Laurel Sutherland asked for information on the Giles Nichols family. I replied with what I found.
- Linda Bush asked if I knew who the Revolutionary War soldier was who is buried with Rouse on the Creek Road. Thanks to our book on all the Revolutionary War soldiers from Lansing I was able to tell her ‘who they might be’.

OCTOBER

- Attended the Lincoln Train Program in the Town Hall.
- Carol Kammen, County Historian, asked if I knew what the NNP was. It was an early labor that met in Ludlowville. They proposed equal pay for women in various jobs. It was also known as the “Knights of Labor”.
- Joanne Romanowski, a former Myers resident will be coming from Florida this summer and would like to see how that little hamlet has changed since 1950.

NOVEMBER

- Researched the Lansing Plaza and Chris ’n Greens.
- Jo Baker asked for information on the name ‘Swarts Trail’. I spent quite a bit of time looking through our files and could not find anything. I told her that perhaps she should ask the person who named it. Her reply was Louise Bement named it. She said she would ask Bill Martin to look in Louise’s home office. It appears that there is historical information stored there that should probably be in the archives.

DECEMBER

- Kate Gilbert asked Deb Munson for info on Hiram Herrick. Deb referred the question to me, and I answered Ms. Gilbert. Herrick was a blacksmith and owned the building that Frank Howland bought and then opened the Red and White grocery store.
- The new owners of the Federal House in Ludlowville contacted me by email. They were interested in the history of their purchase. I had done research from four different sources, but the best was when John Howell came with a notebook that his grandmother had kept. It seems that Ward and Mattie Howell lived in that house many years ago and she kept notes of various things that they did or that happened, including photographs! John copied some of the pictures for the Kwormiks and they also purchased several of our publications. Both Kwormiks are professors at Cornell.

The County Historians meet monthly. I now attend via ZOOM. It is interesting to see what other Town Historians are doing.

I also watch the Lansing Town Board Meetings and some of the other committee meetings.

I have not gotten too involved with the Village history. When the Village was first organized Rita Smidt was involved and kept great records which were published. There are nine boxes of records in the archive attic. A few Saturday mornings, I know someone from the Village came to look at them and to do some filing. Louise said she wasn't going to bother doing their history. There is a lot going on there now with the Mall, Tompkins Hospital, and also the new housing project. There have been several changes in the Cayuga Mall as well. That having been said, I believe it is time for the Village to appoint a Historian.



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

Submitted by Christine Eisenhut

1. Repairs to the upstairs public bathroom and teen room have begun. It is the hope that the library will stay open while the work is being done.
2. There will be Take and Make winter craft kits for kids, teens and adults available on a first come, first served basis.
3. On display during the month of January – From the bottom of my heart, a series of anatomical heart illustrations – by Jessica Stratton.
4. Story Time has returned on Thursdays at 10:30. Children are welcome to join in reading, games and other fun filled activities.
5. The library has a mobile wireless hotspot available for check out. Also, the Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.
6. Instructor John Burger hosts T'ai Chi classes at the Community Center on Fridays from 10:30-11:30 am.
7. Learn to play American Mah Jongg every Tuesday at 10:15am and play American Mah Jongg every Wednesday from 1:00-3:00pm.
8. The library continues to provide free delivery to Woodsedge.
9. 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.
10. The library continues to distribute free self-test COVID-19 kits, antibacterial wipes and N95 masks to Lansing households.

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

Annual Gingerbread House Build: Youth were excited to have this event occur this year, as it was cancelled last year due to snowy weather. Participants always anticipate this event and it was well attended this year! Participants made a wide range of structures, including beautiful houses with gorgeous landscapes, and “candy garages”, which are always a hit! Many students brought their favorite candy to donate and build with, adding lots of fun features to their houses! 25 youth served.

Upcoming programs:

Mini Olympics: This is a program all about friendly competitions through mini and non-traditional activities. The activities will include cotton ball snowball games, pizza box curling, cup stacking relays, and much more! Students will also be creating their own original games using a wide range of provided materials.

Outdoor Adventure- Winter Edition: Cold weather activities will be the focus, including how to find and procure water, build snow shelters, make tasty warm treats around the fire, youth will hone winter preparedness skills.

Train Your Brain: This is a brand new program driven by a wide interest in Rubix Cubes. Speed competitions, challenging friends with scrambling Cubes of all shapes and sizes, brain teaser puzzles, writing and solving riddles will be part of this fun and innovative programming.

Fun with Food: This food focused program purposely has fun in the title. Students will make edible experiments such as, slime, marshmallow towers and structures, rock candy, as well as creating art with skittles, and making their own ice cream!

Youth Employment: Youth employees are kicking off the year assisting with LYS programs, chaperoning the Town Recreation Department’s Ice Skating program, assisting teachers at the high school and working at the Lansing Public Library. There will be two new employees beginning once all of their paperwork is completed and there is a plan to teach the new employees skills for the Dungeons and Dragons programs. 14 youth served.

HIGHWAY REPORT

January 17, 2024

Snow & Ice Removal

- Crews worked hard to clear Town and County roads from the recent weekend snowstorm

Tree & Brush Maintenance

- Crews continued cutting back/mowing to improve line of sight issues prior to plowing this winter
- Crews helped with tree removal/clean-up from high wind damage which caused trees to fall across roads from the recent storm

Water/Sewer Maintenance

- Crews worked to repair water main service and water main break on Stormy View Drive

Garage Work

- Employees continued to perform truck, plow, and wing maintenance
- Minor maintenance within the Highway Building

Office

- Demo-ed a new software for truck maintenance and inventory
- Highway Barn Meetings
- Consolidated Water District meeting with T.G. Miller
- Jenna completed her excel courses through TC3Biz
- Planning for 2024 work

Community

- Met with taxpayers at 68 Tiger Lily and 25 Beach Road



**January 2024
Town Board Report**

RECREATION:

- Travel basketball has started for the season, we are in a newly formed league.
- Open registration includes Grades 2/3 basketball, skating, indoor baseball, indoor softball, swimming, volleyball, adult yoga, cardio step, and strength & stretch.
- We are planning to take down the Christmas tree once the ground freezes. Thank you to all who donated, especially Moore's Tree Farm and Wildlife Resolutions.
- We had some wind damage to our wind screens on the ballfields, we will fix them in the Spring.
- New mowers and RTV have been ordered, both off state contract. We hope to see those within the next 3 months. Luckily, our smaller equipment is not backordered like larger equipment.
- The Community Center domestic hot water boiler needed some repairs this week. It is now working properly.
- Lansing Volleyball State Champion signs have been installed. Congratulations Girls!

PARKS:

- We were lucky last week with the storms; we did not have any damage to any of our parks.
- Our team relocated a Spectrum wire and buried it underground so we could remove a pole that was constantly in our way by the park shop. This will make it easier for us to dump materials and for campsite #20 to be able to get larger campers in and out.
- Myers Park will be getting some necessary drainage installed next week.
- Dredging of Salmon Creek and the swimming area will occur in late February and early March if the weather cooperates.
- Lansing Center Trail has had several cars vandalized over the last couple of weeks in the parking lot. We are looking into adding cameras to this location. This is not in the budget.
- We will be adding a swinging bench to Ludlowville Park that will overlook the falls.

The Parks & Rec Department would like to welcome our new Town Board members. We look forward to working with you all.

Board Members

Our office would like to welcome Christine Montague, Judy Drake and Laurie Hemmings to the Lansing Town Board. We look forward to working together with you.

2024 Town & County Taxes

As of January 12, 2024, our office has collected about \$2.7 million in tax payments.

Tax bills were mailed to property owners on December 30, 2023. If a property owner has not received a bill, contact our office so we can assist in getting out another copy.

Payments are due by January 31st without penalty. The first installment option is only available until January 31st, after that only full payments will be accepted.

Forms of payment accepted are cash, checks (payable to Lansing Receiver of Taxes), and debit/credit cards/E-checks (additional fees apply if paying by debit/credit cards/E-checks).

Office hours are Monday – Thursday 7:30am – 4pm, Friday 7:30-12pm (additional hours on Friday, Jan. 26th until 4pm and Saturday, Jan. 27th from 8am-12pm). A 24-hour drop box is available in the foyer of the Town Hall (on the left when you enter the first set of doors).

For additional information regarding taxes, please visit <https://www.lansingtown.com/clerk/page/taxes>.

Tax Exemptions

Applications for veteran, disability, senior citizen or Enhanced STAR are due by **March 1**. For further information, please contact Tompkins County Assessment Department at 607-274-5517.

Mailbox House Number Signs

The Lansing Fire Department is making and selling house number signs (\$20 each) for mailboxes. Order forms are available in the Town Clerk’s Office and Town Hall Lobby.

Woodsedge Board Still Seeking New Members

The Town of Lansing Housing Authority (LHA), which owns and operates the Woodsedge Senior Apartments locally, is looking to fill two vacancies on its board of directors. The board meets on the 4th Monday of the month at 7:00 PM. If you have some experience with aging issues or property management, you are invited to learn more about this volunteer opportunity by contacting David Stoyell, LHA Board Chair, by email - davestoyell@gmail.com or telephone 607-279-2656.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Town of Lansing, 29 Auburn Road, Lansing NY 14882			
Name of Action or Project: Demolition of house and structures at 2 Auburn Road			
Project Location (describe, and attach a location map): 2 Auburn Road, at the intersections of SR 34 and 34-B, northerly side and adjacent to the town center lands along SR 34-B			
Brief Description of Proposed Action: The project concerns demolition of a house, foundation, septic system and removal of all trash, debris, and outbuildings due to a condemnation order and the dilapidated and unsafe condition of the lot and structures thereupon.			
Name of Applicant or Sponsor: Town of Lansing		Telephone: 607-533-8896	
		E-Mail: RGroff@lansingtown.com	
Address: 29 Auburn Road			
City/PO: Lansing		State: NY	Zip Code: 14882
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		_____ 0.27 acres	
b. Total acreage to be physically disturbed?		_____ 0.15 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 0.27 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

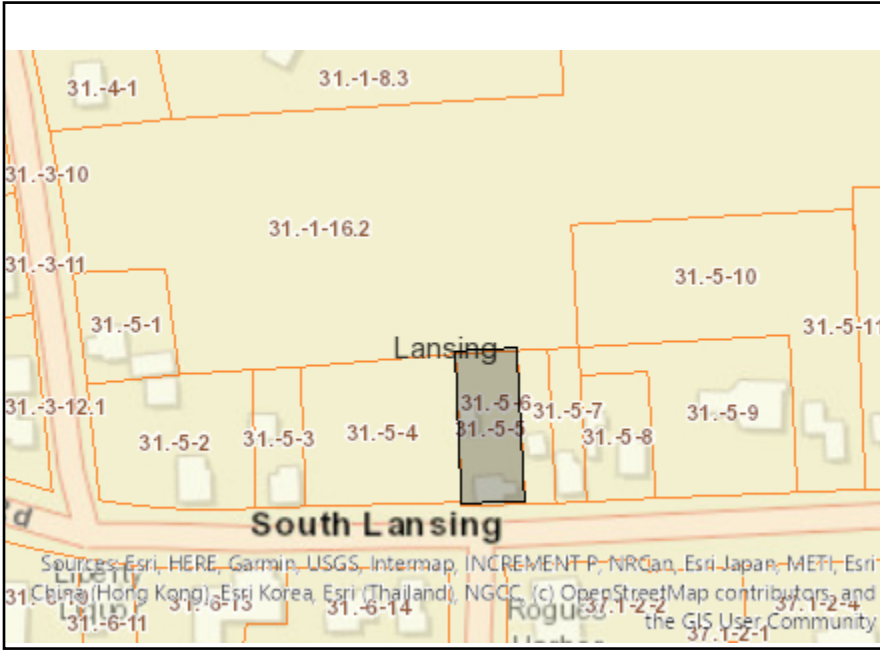
		Section 9, Item a.	
5. Is the proposed action,	NO		
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. A permitted use under the zoning regulations?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Town of Lansing Date: January 17, 2024

Signature: _____ Title: Town Supervisor



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

RESOLUTION MAKING NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE AND APPROVING AND AUTHORIZING BID DOCUMENTS FOR DEMOLITION, REMOVAL, AND RESTORATION OF 2 AUBURN ROAD

RESOLUTION 24-

RESOLUTION MAKING NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE AND APPROVING AND AUTHORIZING BID DOCUMENTS FOR DEMOLITION, REMOVAL, AND RESTORATION OF 2 AUBURN ROAD

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

WHEREAS, since 2020 the Town has owned land at 2 Auburn Road and undertaken to secure sole possession of the site, remediate water leaks at such site, and complete environmental analyses needed before demolition, such as but not limited to determining whether lead paint, asbestos, urea formaldehyde, and other regulated matters required evaluation or specialized removal processes and disposal to protect air quality and the environment; and

WHEREAS, all such processes and studies have been completed and a work and remediation plan has been developed by the Town Highway Department, the Town’s Code Enforcement Officer(s), and the Town Engineer, and the nature of the work is such that the same is a public works project required to be submitted to public bidding per General Municipal Law § 103 and NYS Labor Law Articles 8 and 9, including as set forth in and required by the Town’s Procurement Policy; and

WHEREAS, this is an Unlisted Action under SEQRA, and a SEAF Parts 1, 2 and 3 have been prepared for the Town Board as the lead agency and sole involved agency for uncoordinated review, and the Town Board has examined and taken a hard look at impacts and potential environmental impacts arising from the proposed action, and the Town has examined each identified potential environmental impact and analyzed and duly considered whether any potential environmental impacts were so probable of occurring or so significant as to require a positive declaration, and after weighing the above and all other potential impacts arising from or in connection with this project, and after also considering: (i) the probability of each potential impact occurring; (ii) the duration of each potential impact; (iii) the irreversibility of each potential impact, including any permanently lost resources of value; (iv) whether each potential impact can or will be controlled or mitigated by permitting or other processes; (v) the regional consequence of the potential impacts; (vi) the potential for each impact to be or become inconsistent with the Town’s Master Plan or Comprehensive Plan and local needs and goals; and (vii) whether any known objections to the project relate to any of the identified potential impacts, the Town Board found that these factors did not cause any potential impact to be or be likely to become a moderate or significant impact such that a negative declaration will be issued; and

WHEREAS, detailed bid documents and specifications have been developed, including a contract to be executed by the selected bidder(s), and the Town Board has fully reviewed the same, and therefore the Town Board has **RESOLVED** and **DETERMINED** as follows:

1. After consideration of potential environmental impacts per ECL Article 8 and 6 NYCRR § 617.7(c), the Lead Agency has found and determined that: (i) this declaration is made in accord with SEQRA, based upon a thorough review of the SEAF as completed on the record, including the review of EAF, ERM and CRIS database mappings and documents and a thorough review of relevant areas of environmental concern; (ii) the project will have no moderate or significant negative environmental consequences or impacts, a **negative determination of environmental significance** is hereby issued, and an environmental impact statement is therefore not required; and (iii) a responsible officer of the Town is hereby authorized to complete and sign the determination of significance confirming the foregoing negative declaration, which fully completed and signed SEAF is incorporated herein by reference.

2. The bid documents be and hereby are approved, and the Town Clerk is directed to advertise the bids, send bid documents to any person requesting the same, and attend to the formal bid opening at the time stated in the bid documents (unless hereafter extended or amended).

3. The form of the bid documents and the contract to award to the successful bidder be and hereby each approved, and the Town Supervisor be and hereby is authorized to execute each of the same by, for, on behalf of, and in the name of the Town of Lansing.

RESOLUTION APPROVING CONSOLIDATED ABSTRACTS #013, 014 AND 001

RESOLUTION 24-

RESOLUTION APPROVING CONSOLIDATED ABSTRACTS #013, 014 AND 001

The bills were reviewed by Councilperson Joseph Wetmore and Councilperson Christine Montague. The Bookkeeper is hereby authorized to pay the following bills.

CONSOLIDATED ABSTRACT # 013

DATED 01/17/2024

AUDITED VOUCHER #'s 1323 - 1327

PREPAY VOUCHER #'s 1323 - 1327

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)	\$ <u>3,566.23</u>
HIGHWAY FUND (DA&DB)	\$ <u>196.13</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,717.31</u>
WARREN SEWER DISTRICT (SS1)	\$ <u>43.35</u>
LANSING WATER DISTRICTS (SW)	\$ <u>2,605.68</u>

CONSOLIDATED ABSTRACT # 014

DATED 01/17/2024

AUDITED VOUCHER #'s 1328 - 1377

AUDITED T & A VOUCHER #'s 79 - 81

PREPAY T & A VOUCHER #'s 79 - 80

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)	\$ <u>41,515.49</u>
HIGHWAY FUND (DA&DB)	\$ <u>19,132.67</u>
WARREN SEWER DISTRICT (SS1)	\$ <u>10,150.00</u>

LANSING WATER DISTRICTS (SW)	\$ <u>7,342.11</u>
TRUST & AGENCY (TA)	\$ <u>1,450.36</u>

CONSOLIDATED ABSTRACT # 001

DATED 01/17/2024

AUDITED VOUCHER #'s 3 - 45

AUDITED T & A VOUCHER #'s 1 - 2

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)	\$ <u>89,494.59</u>
HIGHWAY FUND (DA&DB)	\$ <u>5,859.56</u>
ARPA (HF)	\$ <u>50,571.92</u>
LANSING WATER DISTRICTS (SW)	\$ <u>202.59</u>
TRUST & AGENCY (TA)	\$ <u>74,601.72</u>

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 January 17, 2024.