

REGULAR TOWN BOARD MEETING
August 20, 2025

A Regular Meeting of the Lansing Town Board was held at the Town Hall Board Room, 29 Auburn Road, Lansing, NY, and streamed live on YouTube on the above date at 6:30 p.m. The meeting was called to order by Ruth Groff, Supervisor, and opened with the Pledge of Allegiance to the flag. Roll call by Jessica Hall, Deputy Town Clerk, showed the following to be

PRESENT:

Laurie Hemmings, Councilperson Christine Montague, Councilperson
Joseph Wetmore, Councilperson Ruth Groff, Supervisor

ABSENT: Judy Drake, Councilperson

ALSO PRESENT: Mike Moseley, Highway Superintendent/ Director of Public Works, Mary Ellen Albrecht, Bookkeeper, Patrick Tyrrell, Director of Parks & Recreation, John Zepko, Director of Planning, Guy Krogh, Town Counsel, Mike Sigler, Tompkins County Legislature, Kathleen Yen, Village of Lansing Trustee, Doug Morey, GirlStrong Members, Bruce Barber, President of Friends of Lansing Center Trail, Marcia Herrick, Paul Paradine, Laura Morse, Janet Keefe, John Dennis, Dan Dwyer, members of the Lansing Center Trails Group and a few other attendees.

PRIVILEGE OF THE FLOOR – COMMENTS

Lansing Center Trail:

A group of youth explained why the trails are important to them and expressed support for them to remain open. They highlighted the trails’ importance for nature observation, recreation, and access for everyone.

Another supporter spoke about Lansing Center Trail being a “gem” in the community. They spoke of the Friends of Lansing Center Trail members who maintain the trails in conjunction with work performed by the Parks & Recreation Department. They stated the Shoemaker Loop, Munson Loop and Conlon Connector were all part of the original design. They shared it would be a shame to see any of it go away.

Cargill:

Another resident spoke on behalf of CLEAN and provided an update on the NYSDEC approval of a 5-year extension of Cargill’s mining permit with a modification allowing the flooding of the F3 zone. They expressed concern over what they perceived as increasing secrecy in Cargill’s annual reports, noting the redaction of mine maps that previously had detail. They urged the Board to consider becoming the lead agency and monitor Cargill’s activities.

Statement from Town Supervisor:

Following Privilege of the Floor, Supervisor Ruth Groff made a statement to clarify it was never the Board’s intention to close the trails. It is their intent to address the legalities and ensure that everything is handled properly.

DEPARTMENT OF PUBLIC WORKS REPORT – MICHAEL MOSELEY

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.



DEPARTMENT OF PUBLIC WORKS REPORT

AUGUST 2025

NEW DEPARTMENT OF PUBLIC WORKS BUILDING:

- The Town of Lansing continues to collaborate with LeChase on the development of the new Department of Public Works (DPW) building while concurrently conducting its annual road maintenance activities.
- Lansing crew members transported excavated materials from the Department of Public Works (DPW) project site.
- The stormwater pond has been constructed.
- Topsoil has been carefully stockpiled for future use on the project site, ensuring optimal conditions for final grading and landscaping.
- Stormwater inspections are underway.
- Cut and fill operations for the stockpiles of road material and pipe yard are currently in progress, with paving by the DPW anticipated by the end of August.

ROADS:

- Micro paving has been completed to improve surface quality and extend pavement life.
- Cold milling was carried out to remove the existing asphalt layer in preparation for resurfacing.
- Ditching and shoulder improvements were made to enhance drainage.
- Several culverts were replaced due to age.
- New curve warning signs were installed on Goodman Road to improve driver awareness and reduce accident risk.
- The road maintenance schedule is currently in progress. This involves a series of planned activities aimed at improving road conditions. The Department of Public Works sincerely appreciates the community's patience and understanding as project schedules adjust due to unforeseen circumstances.
- Roadside mowing operations have commenced to improve the line of sight for drivers. This initiative involves trimming vegetation along the roadways.
- Crew members are actively conducting sign maintenance throughout the Town to ensure clear and up-to-date roadway guidance for drivers and pedestrians and replacing as needed.

WATER AND SEWER MAINTENANCE:

- Two watermain breaks were promptly repaired, minimizing service disruption and ensuring continued system reliability.
- Crew members completed the replacement of fire hydrants and water valve stands to improve system reliability and ensure compliance with current infrastructure standards.
- The crew is actively engaged in performing preventive maintenance on water valves. This involves inspecting, cleaning, and testing the valves to ensure they are functioning optimally and to prevent any potential issues that could disrupt water service.

INTERMUNICIPAL:

- The Town of Dryden and Tompkins County Highway provided trucks for cold milling.
- Town of Lansing DPW provided trucks to Tompkins County Highway for road work.
- NYS DOT on Warren Road allowed the Lansing DPW to stockpile milling (road) at their facility for later use.
- Our roadside mower assisted with mowing a section on East Shore Drive for surveying.

OFFICE:

- The Town of Lansing has been working hand in hand with the Village of Lansing and the Village of Cayuga Heights regarding the Intermunicipal Agreement for Sewer District One.

- The DPW worked with Angel Hinickle, from Tompkins County Soil and Water, on paperwork for the Town’s Water Quality Improvement Project (WQIP) Grant for the Vac-Truck.

MEETINGS ATTENDED BY THE HIGHWAY SUPERINTENDENT/DIRECTOR OF PUBLIC WORKS:

- Commissioner Meeting with Bolton Point: *Responsible for passing resolutions that govern Bolton Point.*
- Engineering and Operations Meeting with Bolton Point: *Responsible for the infrastructure of the municipalities that make up Bolton Point.*
- Highway Barn Committee: *Responsible for working with architects, engineers, and construction managers on the design and development of the new Department of Public Works facility.*
- Project Review Committee (PRC): *Responsible for reviewing and financial planning for the 5-Year Plan for the Town's larger projects.*
- Water, Sewer, and Stormwater Committee (WSSC): *Responsible for evaluating proposals relating to the Town’s water, sewer and stormwater. The goal is financial and engineering analysis.*
- Lansing Town Department Heads Meetings.
- Comptrollers Meeting in regards to Competition and Procurement.

Mike also shared:

New DPW Building Update

The erosion and sediment controls and stormwater pond are in place. Stormwater Pollution Protection inspections are being performed. Existing salt barns have been demolished. Topsoil was stripped and stockpiled to be used later. The site has expanded a little towards the fuel pumps. The Town plans to pave the salt barn area themselves for cost savings. Currently planning the access control, door controls and fire alarm systems.

Septic System – 104 Auburn Road

The distribution box is bad, the leech field is plugged, and the gray water has been flowing back into structure. Due to these issues, a major repair of the septic system is required. The DPW will perform the work in collaboration with TG Miller and the Tompkins County Health Department. The replacement is estimated to cost \$10,000 and will need to come from the fund balance. This was not a budgeted expense.

Sewer District Budget Amounts

The Intermunicipal Agreement (IMA) negotiations have depleted budgeted legal and engineering funds for sewer districts. Due to the depleted funds, Mike has requested budget modifications to cover the expenses, hopefully for the remainder of the year.

PARKS AND RECREATION REPORT – PATRICK TYRRELL

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.



**August
Town Board Report**

RECREATION:

- Adam Heck soccer camp set a record with 319 kids this year. Our camp staff did an outstanding job managing that number of campers.
- Day Camp set records with three weeks topping 80 kids and one week reaching 90 kids.

- Thank you to LCSD for the use of the pool this summer.
- Small Fry Football has started; we had weigh-ins at Owego on Saturday.
- Both Varsity Boys and Girls soccer teams will be practicing and playing games on our fields until construction of the new turf field is complete.
- We will be hosting a multiple school soccer scrimmage on August 25th.
- We have been collaborating closely with the school on location and schedule changes for all sports.
- Both boys and girls flag football has started.
- We are still collecting registrations for Fall Soccer.
- Our new GirlsStrong Program remains extremely popular.
- Art Camp was a huge hit at Myers Park.

PARKS:

- Music in the Park numbers were great. The crowd for Destination was huge. This Thursday we will conclude our series with Bad Alibi, featuring Scott Hollister, Town of Lansing employee.
- Myers Park has had several water leaks, thank you to Jeff Hall of Bolton Point for helping us pinpoint the second leak. As some of you are aware, extraordinarily little of the utility lines are mapped at Myers Park, making it exceedingly difficult to troubleshoot. While digging for a water leak, we ended up hitting an electric line that was in the same trench, luckily no one was injured. Thank you to Owen Davis and Tom Policay of the DPW department for helping repair the broken line.
- Guarded swimming will end this week at Myers Park. Most of our lifeguards will be returning to school.
- The park pavilion reservations have been heavy over the last couple of weeks.
- We are still fighting Wi-Fi issues at Myers Park. Spectrum did discover a bad line on their end.
- The Lansing Lighthouse 5K is this Saturday at Myers Park.
- Thus far, Myers Park has dodged all the HAB's on Cayuga Lake.
- We are currently looking into the possibility of renting out the North Log Cabin for overnight stays.
- We have had issues with the restrooms at Myers, septic drains were plugged solid with deposits.

TRAILS:

- The Greenway Phase 1 and Master Plan work has begun.
- T.G. Miller is working on the Myers Road Trail Feasibility Study. Surveying has been done.
- Parks, Recreation, and Trails Working Groups had a great initial meeting with MJ Engineering, we have another meeting scheduled for Monday the 25th.
- The Lansing Center Trail map is going to the Parks, Recreation and Trails working group for approval. If not approved by the Town Board, this will close approximately 50% of the trail.
- The Lansing Center Trail Tuesdays have been doing magnificent work, planting flowers, cleaning up, and general maintenance.
- The Friends of Salt Point has hosted several groups and done multiple tours of Salt Point. They also hosted an Osprey Abound: Safer Habitat/Reliable Energy talk on August 7th. Featuring Rosanna Hyde and Paul Paradine of NYSEG.

TOWN HALL/COMMUNITY CENTER:

- Last Friday, we hosted a successful blood drive at the Town Hall.
- Bids have been opened for the Community Center and Schoolhouse roof project.
- Air conditioning at the Community Center continues to be an issue.
- Internet service has been terrible in the Town Hall; we are working with Spectrum to get this resolved.

Thank you to our Highway Department for loaning equipment to our department.

I would like to thank my staff for doing a tremendous job this summer, from the programs and camps to maintenance of all our properties they have gone above and beyond in some incredibly stressful times. It does not go unrecognized by the community.

This is only a very brief overview of what the Parks & Recreation department does, if you have questions or would like to meet with me one on one, please let me know.

DIRECTOR OF PLANNING REPORT – JOHN ZEPKO

Submitted a written report to the Town Board for review.

John shared the following:

Zoning Update

A request for proposal (RFP) for the zoning update was released earlier this month, with proposals expected to be delivered by the end of this week (due 8/22).

Interactive Zoning Map (Maplink - General Code)

Working on the mapping application and integrating our code into it. Field testing is anticipated in the next couple of weeks.

Planner Position

The vacant planner position has been posted on Tompkins County Civil Service, American Planning Association Upstate Chapter and the New York Planning Federation websites.

TOWN CLERK REPORT – DEBBIE MUNSON

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**TOWN CLERK
AUGUST 2025**

FOIL Requests

The Deputy Town Clerk spent a considerable amount of time fulfilling several FOIL requests over the past month.

2026 Budget

Our department submitted the first draft of our budget sheets to the Budget Officers in preparation for the Special Town Board Meeting on August 26th.

Office Restructure

Due to the resolutions presented to the Town Board for approval tonight related to Civil Service positions and the updated Office Staff Classification System, our office will be structurally reorganizing for purposes of efficiency.

Currently the Clerk’s Office has one full-time Information Aide, and one part-time Information Aide. Both positions will be updated to an appropriate Administrative Assistant level classification. There is a resolution before the Town Board tonight that will be updating the full-time Information Aide to an Administrative Assistant III classification.

The part-time Information Aide position will be eliminated and replaced with a part-time Administrative Assistant I classification which more accurately reflects the duties and responsibilities required in our office. The Administrative Assistant I position will be part-time year-round, 20 hours per week, with additional hours at tax time. This position

will be posted following the normal hiring procedure as required through Tompkins County Human Resources.

Water and Sewer Payments

August is very busy collecting water and sewer payments. Total bills: 1896 of which 413 were emailed. Payments are due by August 25th.

Hunting Licenses

Hunting license sales began on August 1st. This year there is a \$1.00 printing fee for those who choose to have their license printed in our office. Purchasers may choose to have it emailed at no additional fee. Our office has copies of the 2025-26 Hunting and Trapping Regulations Guide available for pick up in our office. To our knowledge, both Dicks and Walmart in Ithaca are NOT selling hunting and fishing licenses.

The NYS DEC mailed lifetime licenses so they should be received no later than September 1, 2025. Lifetime license holders can now sign up to receive their licenses electronically through the NYS DEC.

LANSING COMMUNITY LIBRARY REPORT – ANNIE JOHNSON

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**TOWN BOARD UPDATES
FROM THE LANSING COMMUNITY LIBRARY
August 2025**

1. Don't forget that if the Library is closed, you still have access to Libby, Hoopla, and Kanopy!
2. The Library continues to provide free delivery to Woodsedge. The Library also has a mobile wireless hotspot available for check out. The Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.
3. Learn to play American Mah Jongg every Wednesday at 10:00 am.
4. The Library has an Empire Pass and a pass to the Museum of the Earth available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
5. The Library now offers free period products using an Aunt Flow dispenser. Unfortunately, we are no longer able to supply free COVID tests. We can help residents contact the USPS to get free tests in the mail.
6. Chair Yoga is offered every Monday at 9:30 am.
7. Learn T'ai Chi on Fridays at 10:30 am.
8. There is a year round book sale at the Library.
9. The end of the Summer Reading celebration will be August 14th at 10:30 am, with a program from the Johnson Museum of Art.
10. Moana 2 was shown as the summer movie on August 9th.
11. We feature Katie Senft in our newest art exhibition, Scenes from Here.
12. The next adult book club will be August 19th; the book is Black Cake.
13. The Cookie Contest will be held August 24th from 2-4 pm at the Town Hall Baseball fields pavilion.

LANSING YOUTH SERVICES REPORT – RICK ALVORD

No report.

CONSENT AGENDA

a. MOTION AMENDING TOWN EMPLOYEE HANDBOOK § 703 LONGEVITY RECOGNITION PROGRAM

MOTION M25-23

**MOTION AMENDING TOWN OF LANSING EMPLOYEE HANDBOOK
§ 703 LONGEVITY RECOGNITION PROGRAM**

Motion to approve the following amendment to § 703 of the Town of Lansing Employee Handbook, entitled “Longevity Recognition Program” with the effective date of such amendment deemed to be January 1, 2026, with such amended § 703 to now be wholly replaced to read as follows:

703 *Longevity Recognition Program*

Eligibility – After a full-time employee, including full-time elected officials (Town Clerk and Town Highway Superintendent), has completed the number of full-time continuous years of service listed below, the employee may receive the corresponding annual payment as shown below. The longevity payment will be at the discretion of the Town Board. This payment is strictly an additional payment for dedicated years of service and is not considered as part of the employees’ hourly or annual wage. Payment will be made in the second pay period of the month in which the employees’ anniversary date occurs. Longevity is a taxable benefit and reportable income for the NY State & Local Retirement System.

After Completion Of	Longevity Payment Amount
10 – 14 Years	\$500
15 – 19 Years	\$750
20 - 24 Years	\$1000
25+	\$1,250

b. MOTION TO ACCEPT DONATION OF \$15,000 FROM JAY DIETERSHAGEN FOR THE PURCHASE OF CALISTHENICS EQUIPMENT FOR MYERS PARK

MOTION M25-24

**MOTION TO ACCEPT DONATION OF \$15,000 FROM JAY DIETERSHAGEN
FOR THE PURCHASE OF CALISTHENICS EQUIPMENT FOR MYERS PARK**

Motion to accept a donation of \$15,000 from Jay Dietershagen for calisthenics equipment for Myers Park, to be installed by Town of Lansing Parks and Recreation Department employees.

c. RESOLUTION CREATING ADMINISTRATIVE ASSISTANT I-III POSITIONS IN THE CIVIL SERVICE POSITION LISTING

RESOLUTION 25-95

**RESOLUTION CREATING ADMINISTRATIVE ASSISTANT I-III POSITIONS IN
THE CIVIL SERVICE POSITION LISTING**

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

WHEREAS, the Town of Lansing established compliance under the New York State Civil Service Agency to qualify employment positions in the Town of Lansing in accordance with Section 22 of Civil Service Laws, Rules and Regulations; and

WHEREAS, by regulation of Civil Service Law the Town must create a position and approve the job description before making an appointment; and

WHEREAS, the Town has determined the need to create administrative positions in line with Tompkins County; now, therefore, be it

RESOLVED, the Town Board of the Town of Lansing does hereby establish the following positions in accordance with the applicable New York State and Tompkins County Civil Service rules:

- 1. The following positions are established and are positions in the competitive class pursuant to Section 44 of the Civil Service Law:
 - (a) (Three) – Administrative Assistant I
 - (b) (Three) – Administrative Assistant II
 - (c) (Three) – Administrative Assistant III

And be it further

RESOLVED, the Town Board does hereby approve the job descriptions for the said positions as created and monitored by Tompkins County Civil Service; and be it further

RESOLVED, the Bookkeeper to the Supervisor shall include said positions in the Town of Lansing’s Civil Service Position Listing.

d. **RESOLUTION ESTABLISHING THE TOWN OF LANSING CIVIL SERVICE POSITION LISTING**

RESOLUTION 25-96

RESOLUTION ESTABLISHING THE TOWN OF LANSING CIVIL SERVICE POSITION LISTING

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

WHEREAS, there is a need to track the titles created through Civil Service, number of positions created and, through payroll, the names of incumbent; and

WHEREAS, the Personnel Management Committee has reviewed said list; and now therefore be it

RESOLVED that the Town of Lansing Town Board hereby approves establishing the Town of Lansing Civil Service Position Listing with the set number of positions created as of August 21, 2025; and be it further

RESOLVED, modifications to the listing will be maintained from this point forward by the Bookkeeper to the Supervisor after Town Board actions have created positions through Civil Service, abolished positions no longer utilized, funded positions through the annual budget and record filled and vacant positions.

e. **RESOLUTION APPROVING THE CREATION OF AN OFFICE STAFF CLASSIFICATION SYSTEM**

RESOLUTION 25-97

RESOLUTION APPROVING THE CREATION OF AN OFFICE STAFF CLASSIFICATION SYSTEM

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

WHEREAS, the Personnel Management Committee determined the need to update the classification system as the current system is no longer functioning well; and

WHEREAS, a position classification system was created listing all positions not included in the 2024 Highway Association Field Classification system;

Now therefore be it

RESOLVED, that the Town of Lansing Town Board hereby approves the creation of the Town of Lansing Office Staff Classification System for all the Town’s positions that are not included in the Highway Association Field Classification system; and be it further

RESOLVED, modifications to the listing will be maintained from this point forward by the Bookkeeper to the Supervisor after Town Board actions have created positions and established the appropriate class for the position.

f. **RESOLUTION ESTABLISHING THE TOWN OF LANSING OFFICE STAFF CLASSIFICATION WAGE SCALE FOR 2026**

RESOLUTION 25-98

RESOLUTION ESTABLISHING THE TOWN OF LANSING OFFICE STAFF CLASSIFICATION WAGE SCALE FOR 2026

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

WHEREAS, the Personnel Management Committee determined the need to update the classification system for all positions not in the Highway Field Staff Classification System and to create a wage scale to correlate with each classification level; and

WHEREAS, the wage scale is designed to be adjusted annually with a cost-of-living adjustment which should be established annually in August in conjunction with the next year budget creation; and

WHEREAS, the proposed cost of living adjustment for 2026 is at 3.5%;

Now therefore be it

RESOLVED that the Town of Lansing Town Board hereby approves the establishment of the Town of Lansing Office Staff Classification Wage Scale for 2026 at a 3.5% cost of living adjustment.

g. **RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR EMPLOYEES KELLY GEIGER, MEGGIE LOUNSBERRY, AND ASHLEY WORKMAN**

RESOLUTION 25-99

RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR EMPLOYEES KELLY GEIGER, MEGGIE LOUNSBERRY, AND ASHLEY WORKMAN

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

WHEREAS, Kelly Geiger, Planning & Codes Department, Meggie Lounsberry, Parks and Recreation Department and Ashley Workman, Town Clerk Office, have been faithful Town of Lansing employees employed as Information Aides, all of whom meet the qualifications and currently hold responsibilities and duties consistent with the Civil Service title of Administrative Assistant III. Upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective August 21, 2025, Kelly Geiger, Meggie Lounsberry and Ashley Workman are each hereby appointed as an Administrative Assistant III, with the same Town perquisites and benefits as are available to all employees of the Town and to such position. These positions will be in the non-competitive class under the New York Hiring for Emergency Limited Placement Statewide (NY HELPS)

- program. At such time as the NY HELPS program concludes, these appointments will convert to a competitive classification.
2. These appointments will each be full-time appointments, at 36.5 hours per week.
 3. There will be no change to current hourly rates for these appointments.
 4. The probationary period for each appointment is hereby set at 8 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.

h. RESOLUTION TO RELEVY YEARLY WATER AND SEWER CHARGES ON THE 2026 TOWN AND COUNTY TAX BILLS

RESOLUTION 25-100

RESOLUTION TO RELEVY YEARLY WATER AND SEWER CHARGES ON THE 2026 TOWN AND COUNTY TAX BILLS

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

WHEREAS, the Town of Lansing Town Board hereby authorizes the Receiver of Water and Sewer Rents to relevy water and sewer accounts each year on the Town and County Tax Bills; and

WHEREAS, to assure proper notification to all account holders, the Lansing Town Board hereby directs SCLIWC (Bolton Point) once a year to place a timely reminder notice on the August water bills, or the Receiver of Water and Sewer Rents will send the courtesy reminder letter generated by Williamson Law Book, to all owners and tenants who have a balance of \$1.00 or more for the water and sewer charges on their account; and

WHEREAS, the last day for payment will be the second Tuesday of October; and

WHEREAS, after the collection date the Receiver will notify SCLIWC to remove said amounts from accounts to be relevied on the Town and County Tax Bills; and

WHEREAS, by no later than the second Tuesday of November the Receiver will send the amounts to be relevied on the Town and County Tax Bill to the Tompkins County Assessment Department; and

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

RESOLVED, that the Receiver will relevy the unpaid water and sewer account charges plus a 10% fee on all accounts with a balance of \$10.00 or more to the Town and County Tax Bills.

BE IT FURTHER RESOLVED that all unpaid water and sewer account charges under \$10.00 will be adjusted.

i. RESOLUTION APPROVING AND ACCEPTING OFFER OF DEDICATION OF GORE OF LAND ON STORMY VIEW DRIVE

RESOLUTION 25-101

RESOLUTION APPROVING AND ACCEPTING OFFER OF DEDICATION OF GORE OF LAND ON STORMY VIEW DRIVE

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

WHEREAS, a 2025 survey demarked a property boundary and highway line on Stormy View Drive that had a different curve, a different arc, and different length than as the curve, and length as originally surveyed and dedicated, and this survey thus allegedly identified a

new boundary line for such highway, posited that the highway boundary was in a different location than as originally dedicated and surveyed, and led the landowner to allege a trespass by the Town in its constructed and maintained public highway, and to demand an encroachment agreement; and

WHEREAS, the Town public highway known as Stormy View Drive was built within the bounds of dedicated highway lands, has never been relocated or had its location changed, and has been in its present location and regularly maintained and kept in charge for over 50 years; and

WHEREAS, regardless of whether the road crossed an alleged private property line or not, Stormy View Drive was either or both a highway by dedication at such location (if the original dedication land description was correct) or a highway by use (if the newer surveyed location was correct), such that the Town lawfully and properly refused to agree to a request for an encroachment agreement—not only because such road was a public highway either way, but because the Town could and should not: (i) surrender the public’s rights in a public highway; (ii) grant private encroachment rights over public highways; or (iii) agree to remove, deconstruct, or relocate highways owned by the public and maintained and kept in charge by the Town; and

WHEREAS, the landowner then offered to convey that slice of land to the Town for public highway, drainage, and stormwater purposes, and has submitted an approved and filed land division map showing the land in question, provided a dedication and offer of cessation letter, and supplied all filing materials for the same; and

WHEREAS, the Attorney for the Town, the Town Highway Superintendent/Director of Public Works, the Planning and Code Office (and others from the Town) have examined the proposed dedication forms and maps and have approved the same, and this is a Type II SEQRA matter such that no environmental review is required; and

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

RESOLVED, that the aforesaid proposed offer of cessation to and dedication of a gore of land on Stormy View Drive, being approximately 0.064 acres, near its intersection with Hillcrest Road, be and hereby is accepted and approved, and the Attorney for the Town and the Town Supervisor be and hereby are authorized to take such other and further steps as are or may be necessary to finalize the form of such dedication and offer of cessation, to sign any filing or other documents as are or may hereafter be necessary or convenient to give effect to this resolution, and to record such conveyance and dedication of record at the Tompkins County Clerk’s Office.

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

RESOLUTION 25-102

RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

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

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

WHEREAS, Resolution 25-46 approved the updated 2025 Agreement for the Expenditure of Highway Moneys on April 16, 2025; and

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

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

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

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

k. RESOLUTION APPROVING NYSEG POLE RELOCATION EASEMENTS AND AUTHORIZING THE TOWN SUPERVISOR TO APPROVE AND EXECUTE AGREEMENTS, EASEMENTS, AND INSTRUMENTS NECESSARY OR DESIRABLE FOR APPROVED DPW CAMPUS PROJECT

RESOLUTION 25-103

RESOLUTION APPROVING NYSEG POLE RELOCATION EASEMENTS AND AUTHORIZING THE TOWN SUPERVISOR TO APPROVE AND EXECUTE AGREEMENTS, EASEMENTS, AND INSTRUMENTS NECESSARY OR DESIRABLE FOR APPROVED DPW CAMPUS PROJECT

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

WHEREAS, the Town has approved multiple construction and services contracts respecting the design and construction of the new DPW facility and campus (“Project”), in any Project of this size, multiple issues, changes, relocation of interior and exterior facilities and features, realignments of building walls or facilities, and other and smaller siting changes can and will arise; and

WHEREAS, the final layout and site plan of the DPW campus was approved by the Town Board, the architectural design, building placements, utility placements, and specifications for all work to be undertaken were approved by the Town Board, the Project specifications and designs were approved by the Town Board, the bid documents and final Project diagrams and specifications were approved by the Town Board, and the contract with the electrical contractor specifying all utility and electrical work, and the locations of all facilities, poles, and connections therefor, were also approved by the Town Board; and

WHEREAS, even in preliminary plans it was known that two pole locations for electric utilities would need to be relocated from existing poles and easement locations to new locations on the same parcel of land, including as expressly shown in diagram C-110 (among other site plans and drawings), which expressly references NYSEG and its revised pole locations in no less than 4 specific places in each and all of the final approved diagrams, plans, specifications, and construction contracts; and

WHEREAS, someone none-the-less has insisted that a further approval for relocation of the existing poles and easements on the very same parcels of land was still necessary; and

WHEREAS, in a Project of this size, hundreds of small changes, adjustments, relocations of facilities or utilities, and realignments of interior and exterior rooms and structures, will necessarily and unavoidably arise (as they do even in small projects), and having in every case to await the next Town Board meeting to obtain a needed approval or authorization will delay the Project by months and drive costs up by well over \$100,000; and

WHEREAS, atop all of the foregoing, making adjustments in almost all aspects of construction planning has been delegated by AIA contracts to the Town’s Architects (Colliers) and Construction Manager (LeChase), and such contracts specify when Town approval is needed for such changes and adjustments that will occur upon a near daily basis, and the Town has further designated its DPW Director to make determinations and decide matters referred to the Town respecting the Project, including the construction thereof, construction management decisions as arise in connection therewith, and a myriad

of matters that have already arisen, and will continue to arise, respecting this Project; and

WHEREAS, upon due deliberation upon the needs of the Town and the Project, and further upon all of the foregoing and the easement documents submitted by NYSEG to relocate their existing easements and pole locations to the locations approved by the Town Board in the above-referenced drawings, plans, diagrams, specifications, bid documents, and contracts, the Town Board of the Town of Lansing has duly RESOLVED as follows:

1. The easement submitted by NYSEG for the Project entitled as “NS Town Barn Road,” relating to a NYSEG project to relocate an electric pole and guying facilities, as well as a related electric service connection, be and hereby is approved, and the Town Supervisor be and hereby is authorized to execute the same by and for the Town of Lansing. If already signed by the Town Supervisor, then such signature, approval, and agreement are hereby ratified fully by the Town Board as lawful and authorized acts of and for the Town of Lansing.

2. The easement submitted by NYSEG for the Project entitled “30.-1-16.12 Town of Lansing,” relating to a NYSEG project to relocate an electric pole and guying facilities, as well as a related electric service connection, be and hereby is approved, and the Town Supervisor be and hereby is authorized to execute the same by and for the Town of Lansing. If already signed by the Town Supervisor, then such signature, approval, and agreement are hereby ratified fully by the Town Board as lawful and authorized acts of and for the Town of Lansing.

3. Any other documents, instruments, easements, approvals, plans, diagrams, shop drawings needed for or in relation to the Project and its approved construction diagrams, specifications, and contracts may be, in each case, approved, accepted, and executed by the Town Supervisor by and for the Town of Lansing whenever:

- a. The Town Supervisor determines that such approval, acceptance, or execution is in the best interests of the Town;
- b. Such matter or document in issue is part of the already approved Project, and attending to the same is reasonably necessary as part of the regular process of construction management, or reasonably necessary/desirable to help promote efficient completion of the Project; and
- c. Such matter or document has been reviewed and approved by either the Construction Manager or DPW Director, and when effecting a contract change or matter pertaining to the granting or surrender of land rights (such as a contract amendment, an easement, a license, etc.), or otherwise requiring the Town to enter in to any agreement or execute any instrument, the form and language for the same are reviewed and generally approved by the Attorney for the Town of Lansing.

4. All material and significant changes, alternations, approvals, and instruments needing approval or execution shall be brought to the Town Board for final approval. The Town Supervisor is hereby delegated the authority to determine what is a material and significant change, alternation, or approval as merits or requires full board approval, and to decide which other matters to also refer to the full board. Likewise, the Town Board may require (by its affirmative majority vote) that any matter be subjected to full board review and approval, but no such determination shall make void or voidable any prior change, alteration, or approval issued or executed by the Town Supervisor, except when required by law.

5. The Town Supervisor shall, as part of her monthly Supervisor’s Report, report to the Town Board upon the nature and value of each change, alternation, approval, or instrument or agreement signed or issued by the Town Supervisor during the preceding month, and such report may group such matters into general categories for purposes of efficiency and ease of reporting. Items adjusted or changed pursuant to authorized or approved construction change orders need not be re-reported under this resolution.

I. [CONSENT AGENDA MOTIONS M25-23 – M25-24 AND RESOLUTIONS 25-95 – 25-103](#)

RESOLUTION 25-104

**CONSENT AGENDA MOTIONS M25-23 – M25-24
AND RESOLUTIONS 25-95 – 25-103**

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

RESOLVED, that the Consent Agenda Motions **M25-23 – M25-24** and Resolutions **25-95 – 25-103**, 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 Joseph Wetmore, duly seconded by Councilperson Laurie Hemmings, and put to a roll call vote with the following results:

Councilperson Laurie Hemmings – Aye	Councilperson Christine Montague – Aye
Councilperson Joseph Wetmore – Aye	Supervisor Ruth Groff – Aye

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on August 20, 2025.

RESOLUTION APPROVING THE PURCHASE OF ONE 2025 FREIGHTLINER TRUCK WITH COMBINATION SEWER CLEANER (VAC TRUCK) FOR USE IN THE DEPARTMENT OF PUBLIC WORKS

RESOLUTION 25-105

RESOLUTION APPROVING THE PURCHASE OF ONE 2025 FREIGHTLINER TRUCK WITH COMBINATION SEWER CLEANER (VAC TRUCK) FOR USE IN THE DEPARTMENT OF PUBLIC WORKS

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

WHEREAS, the Town of Lansing has long had capital management and equipment plans for the Highway Department/Department of Public Works consisting of a balance of reserve funds and budgeted cash, and in 2025 certain capital needs of the Department of Public Works were discussed, including how to fund the purchase of the same in 2025 without incurring debt; and

WHEREAS, the Department of Public Works has now confirmed and identified its need for a 900-ECO Combination Sewer Cleaner and Freightliner cab and chassis truck and has utilized the OGS NJPA / Sourcewell contract price for pricing such equipment; and

WHEREAS, the Town Board has fully reviewed such need and the options for the same, and the Department of Public Works now wishes to use funds from accounts DA5130.200 in the amount of \$42,201.48, and DA5142.200 in the amount of \$52,201.37, and DB5110.200 in the amount of \$52,201.37, and DB5112.200R in the amount of \$97,500.00, and SW8340.200 in the amount of \$237,166.21, and A8745.401 in the amount of \$41,711.27 seeks verification from the Town Board that these budget line items are indeed to be used as cash to make such purchase; and

WHEREAS, the Town was awarded a grant in the amount of \$325,000 from the WQIP (Water Quality Improvement Plan) and the funds from the Grant will be used towards the reimbursement of the following accounts, DA5130.200, DA5142.200, DB5110.200, SW8340.200, and A8745.401; and

WHEREAS, upon and after due deliberation upon this matter, the Town Board of the Town of Lansing has determined as follows, and now be it therefore

RESOLVED, that the Town Board affirms that funds from the DA5130.200 in the amount of \$42,201.48, and DA5142.200 in the amount of \$52,201.37, and DB5110.200 in the amount

of \$52,201.37, and DB5112.200R in the amount of \$97,500.00, and SW8340.200 in the amount of \$237,166.21, and A8745.401 in the amount of \$41,711.27 are intended to be used for equipment and vehicle purchases; and it is further

RESOLVED, that the Highway Superintendent/Director of Public Works or his designee be and hereby are authorized to effect the following purchase per OGS NJPA / Sourcewell Contract #101221-SCA: One 2025 Freightliner Truck with Combination Sewer Cleaner (Vac Truck) for a total not to exceed \$522,981.70 Cyncon Equipment.

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

Councilperson Laurie Hemmings – Aye	Councilperson Christine Montague – Aye
Councilperson Joseph Wetmore – Aye	Supervisor Ruth Groff – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

RESOLUTION REPEALING AND SUPERSEDING RESOLUTION #25-73 AND FURTHER RESOLUTIONS CREATING, CHARGING, ISSUING DIRECTIONS, AND MAKING APPOINTMENTS TO THE TOWN OF LANSING ZONING ADVISORY COMMITTEE, TO BE CLASSIFIED AS AN INDEPENDENT PROJECT COMMITTEE UNDER TOWN CODE CHAPTER 7

RESOLUTION 25-106

**RESOLUTION REPEALING AND SUPERSEDING RESOLUTION #25-73
AND
FURTHER RESOLUTIONS CREATING, CHARGING, ISSUING DIRECTIONS,
AND MAKING APPOINTMENTS TO THE TOWN OF LANSING ZONING
ADVISORY COMMITTEE, TO BE CLASSIFIED AS AN INDEPENDENT
PROJECT COMMITTEE UNDER TOWN CODE CHAPTER 7**

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

WHEREAS, a requirement of the recently accepted grant from the New York Department of State (“NYSDOS”), which requires that the Town establish a “Zoning Advisory Committee” to assist with and oversee all aspects of the Town’s zoning project in cooperation with municipal officials and the selected project team, and such grant makes further recommendations for participation on such committee by various members of governmental and administrative committees and bodies of the Town, together with recommendations for participation by a wide range of stakeholders, such as residents, civic leaders, business owners, elected officials, environmental experts, and neighborhood association representatives from a range of ethnic, social, and cultural backgrounds; and

WHEREAS, by Resolution 25-73 the Town Board commenced that process by creating a working group envisioned initially as a sub-committee of the existing Operations & Code Revision Committee (“OCRC”), but a review of the grant, NYS law on rules for compatibility in offices and ethics, and the requirements of Town Code Chapter 7, which, among other things, requires certain committee classifications and rules be followed respecting various types of committees and the membership therein by members of designated Governmental and Administrative Bodies (mainly and specifically to avoid conflicts of interest and incompatibility of positions and office issues, see e.g., Town Code § 7-10, such that there is a repeal and replace said prior resolution; and

WHEREAS, to meet New York State (“NYS”) laws and requirements, the rulings of the Attorney General, and the requirements of Town Code Chapter 7, as well as meet the requirements for broad-based participation in the Zoning Advisory Committee (“ZAC”) as required under the grant, formation as a sub-committee of the OCRC is inadvisable as the ZAC must be an advisory body, and also must follow the rules for advisory committees in

Town Code Chapter 7, such that the classification and method of appointing participants in the committee’s charges and processes must be amended; and

WHEREAS, this is a Type II SEQRA Action and matter, such that no EAF or other environmental review is required under 6 NYCRR § 617.5, and the Town Board has considered and deliberated upon each and all of the above matters; SO THEREFORE, be it now RESOLVED as follows:

- 1. Resolution 25-73 be and hereby is repealed.
- 2. There is hereby formed a new committee of the Town of Lansing to be called the Zoning Advisory Committee (“ZAC”), which committee is hereby classified as: (i) a Project and Working Group under Town Code § 7-13; that is also (ii) an advisory committee under Town Code § 7-10.
- 3. The following persons are hereby appointed to the ZAC for a term of one year each, with no term limits, and with the term of this initial appointment to last until the later of December 31, 2025, or until any successor members are appointed:

John Zepko, Chair
Lauren Baker
John Duthie
Eric Eisenhut
John Hatfield
Scott Russell
Brandon Siebert
Eileen Stout
David West

- 4. The following liaisons are appointed to the ZAC:

Thomas Butler, liaison from the Planning Board
Dean Shea, alternate liaison from the Planning Board
Ruth Groff, liaison from the Town Board
Joseph Wetmore, liaison from the Parks, Recreation and Trails Committee
John “Jack” Young, liaison from the Zoning Board of Appeals
- 5. The ZAC shall be maintained with a minimum of 8 members and a maximum of 15 members. Additional appointments may be made by the Town Board in its discretion. Appointments to vacancies shall be for the remainder of the vacant term, and all other appointments will be for a maximum of one year, or any portion thereof, with terms to generally end at the later of December 31 or the appointment of successor members at the Town Board’s January Organizational Meeting.
- 6. The ZAC is hereby charged with the following tasks, duties, and responsibilities:
 - A. Overseeing all aspects of the update of the Town of Lansing’s Zoning Code update, including: (i) recommending a preferred third party planner, landscape architect, or other qualified contractor for assistance, mapping, advisory, and drafting services; (ii) directing, advising, and assisting the selected contractor in their work; (iii) scheduling and participating in public forums to gather town-wide and public input, as well as to periodically provide updates for the public and others on the zoning changes and matters under consideration; (iv) keeping and delivering minutes, reports, progress, and recommendations as directed by the Town Board; (v) following, adhering to, implementing, and documenting compliance with the terms of the NYSDOS Environmental Protection Fund Smart Growth Community Planning and Zoning Program 2024 Grant; (vi) implementing recommendations and approvals in accordance with the Town’s Comprehensive Plan, its master plans, and directives and policies issued by the Town Board; (vii) generating regulatory and zoning ideas, and cooperatively working to build consensus within the ZAC; (viii) providing constructive feedback to contractors, the Town, the public, and others concerning committee operations and the ZAC; and (ix) when authorized, to

issue advisory opinions, recommendations, reports, analyses, and like reports to designated officers and employees of the Town of Lansing.

B. The ZAC shall undertake the above noted duties, as well as related matters referred to it by the Town Board, Planning Board, the Zoning Board of Appeals, the Conservation Advisory Council, and designated Town employees and officers as approved by resolution of the Town Board. The additionally designated employees and officers that may refer matters directly to the ZAC include the Director of Parks, the Town Planner, and the Town Director of Planning. The ZAC may consider, and is required to consider, input from others and the general public as respects its charges and tasks, but the ZAC shall not issue advisory opinions other than to the Town employees, officers, and boards as are specifically designated by resolution of the Town Board. All matters referred to the ZAC for an advisory opinion shall be responded to in writing, with a brief explanation of the facts and reasons supporting the recommendation, advice, or response provided.

C. As an advisory body, the ZAC shall not be subject to the Open Meetings Law. However, the ZAC may elect to open any one or more meetings to the public in their own discretion.

D. The work of the ZAC, for purposes of FOIL and FOIL disclosures, shall be considered advisory and of an inter-agency character, including the use and development of inter-agency materials intended only for review by others in the process of making or adopting final Town policies. The ZAC has no authority to make policy, expend funds on municipal projects (other than *de minimus* amounts for its own operations), or to adopt any zoning codes, approve contracts, or exercise any legislative or administrative authority of the Town of Lansing.

E. The ZAC shall meet at least once per month, or more often as needed or decided. The ZAC may invite such other persons, public officers, or employees to any of their meetings as they shall elect, including whenever input, experience, or expertise is desired respecting any agenda item or matter. The ZAC shall keep minutes of its meetings and, upon a quarterly basis, submit and file copies of all minutes, advisory requests received, and any replies provided, with the OCRC, Town Board, and Town Clerk.

F. The Town Board may appoint one or more liaisons to the ZAC, including in addition to the appointments noted in these Resolutions, and the ZAC shall have no subcommittees or working groups except upon the express approval thereof by the Town Board.

G. The ZAC shall select from among their members a Vice Chairperson and report the same to the Town Board within 60 days of this resolution and annually on or before December 31 for the next following calendar year. In the event of any failure to appoint, or timely report the appointment, of, a Vice Chair, the Town Board shall appoint a Vice Chair in consultation with the Chair.

H. The ZAC may adopt such parliamentary procedures or operational bylaws as they deem sufficient and advisable to govern meetings and operations. In all cases: (i) a quorum must be present, and the ZAC must determine by majority vote any approvals or recommendations to be issued, determined, or made; (ii) the vote upon all matters that are not unanimous or decided by a consensus call shall be recorded in ZAC minutes; and (iii) such procedures or bylaws shall not be binding or valid until reviewed and approved by the Town Board.

I. The ZAC shall develop a reasonable working budget and submit annually, or upon request of the Town, a budget for operational needs, photocopies, event and public meeting costs, and similar proper expenses. The ZAC shall keep an account of the funds received and expended and shall provide an accounting thereof upon request of the Town, whether or not related to a budgetary appropriation, vouchers, the Town's budget or budget process, or an audit of any Town operations or expenses.

J. The ZAC shall not authorize or enter into any contracts, agreements, or other arrangements for the acquisition of any rights, for any services, or to make or receive any payments of money or other consideration, whether in its own name or directly or indirectly for or in the name of the Town. All contracts and agreements shall be referred to the Town Board for review and approval under Town Law § 64, or other applicable provisions of NYS law.

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

Councilperson Laurie Hemmings – Aye

Councilperson Christine Montague – Aye

Councilperson Joseph Wetmore – Aye

Supervisor Ruth Groff – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

RESOLUTION 25-107

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

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

CONSOLIDATED ABSTRACT # 008

TOWN OF LANSING				
Abstract # 008				08/18/2025
Summary by Fund				14:51:20
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	7,379.28	314,922.86	322,302.14
B	GENERAL FUND OUTSIDE VILLAGE	125.56	9,665.53	9,791.09
DA	HIGHWAY FUND TOWNWIDE	62.04	115,704.06	115,766.10
DB	HIGHWAY FUND OUTSIDE VILLAGE	263.29	210,721.72	210,985.01
HG	DPW FACILITY PROJECT	63.12	426,979.74	427,042.86
SL1-	LUDLOWVILLE LIGHTING DISTRICT	115.92	9.83	125.75
SL2-	WARREN ROAD LIGHTING DISTRICT	801.03	10.58	811.61
SL3-	LAKEWATCH LIGHTING DISTRICT	1,143.82	52.42	1,196.24
SS1-	WARREN RD SEWER	170.66	40,464.97	40,635.63
SS3-	CHERRY ROAD SEWER DISTRICT	24.05	9,568.60	9,592.65
SW	LANSING WATER DISTRICTS	2,471.21	519,472.62	521,943.83
TA	TRUST & AGENCY	7,106.99	80,245.52	87,352.51
Total:		19,726.97	1,727,818.45	1,747,545.42

Budget Modifications
August 20th, 2025
Town Board Meeting

General - A Fund
August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A7510.100	A7510.410	To move Historian salary from payroll account to new contractual (stipend) account	\$ 1,090.34
A5132.405 (Garage - Building Repair)	A5132.400 (Garage - 104 Auburn Rd.)	To increase budget line to account for utility bills not budgeted for	\$ 3,000.00
A2411 (Rental of Real Property - Scoops)	A5132.400 (Garage - 104 Auburn Rd.)	Credit expenditure account to reflect reimbursement received for electric bills	\$ 685.56
A599 (Appropriated Fund Balance)	A5132.400 (Garage - 104 Auburn Rd.)	To install new septic system	\$10,000.00

Highway - Outside Village - DB Fund
August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DB2770 (Misc. Other Revenue)	DB5110.400 (Street Maintenance - Contractual)	Credit expenditure account to reflect reimbursement received	\$ 1,441.13
DB3501 (State Aid - Consolidated)	DB5112.400 (Improvements - Contractual)	To update new CHIPS funding numbers	\$29,393.01

Warren Road Sewer - SS1 Fund
August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SS1-599 (Appropriated Fund Balance)	SS1-1420.400 (Attorney - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 5,000.00
SS1-599 (Appropriated Fund Balance)	SS1-1440.400 (Engineering - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 5,600.00

Cherry Road Sewer - SS3 Fund
August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SS3-599 (Appropriated Fund Balance)	SS3-1420.400 (Attorney - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 1,000.00
SS3-599 (Appropriated Fund Balance)	SS3-1440.400 (Engineering - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 1,400.00

Water Districts - SW Fund
August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
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SW-599 (Appropriated Fund Balance)	SW8340.200 (Transmission & Distribution - Equipment)	For remaining balance on Vac Truck purchase - to be reimbursed by grant when received	\$19,918.14
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The question of the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore duly seconded by Councilperson Laurie Hemmings, and put to a roll call vote with the following results:

Councilperson Laurie Hemmings – Aye Councilperson Christine Montague – Aye
Councilperson Joseph Wetmore – Aye Supervisor Ruth Groff – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

BOARD MEMBER REPORTS

Judy Drake

No report.

Laurie Hemmings

No report.

Christine Montague

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

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

Tompkins Co. Youth Services Advisory Board, July 28

- The County Youth Services department budgets were submitted to the county administration. The budget review took place where each department presented it to the administration.
- The department is submitting a grant for Transformational Youth Justice Hubs in the county.

Lansing Housing Authority, July 28

- The management company for Woodsedge is working on next year's budget. The board asked for them to increase the amount put into reserve each month to save for capital expenses.
- We met the new maintenance supervisor for Woodsedge. He is moving forward on the work that was contracted by the last employee, for replacing the siding and windows and resealing the parking lot. The board discussed with him the updates that are done on all units as he has time.

Joseph Wetmore

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

**Joseph Wetmore
Town Board Member Report
August 2025**

Planning Board

Monday, July 28-6:30 – 8:30pm

* Project: Final Plat Review of Minor Subdivision of lands located at 5 Fiddlers Green into two parcels: the new “Parcel B” (4.22acres) and remaining parent “Parcel A” (2.05 acres). This project is located in the R1 zoning district. Public Hearing, begin SEQR review. Approved.

*Project: Preliminary Plat Review of Minor Subdivision (2 Lots) of lands located at 424 Lansingville Road into two parcels: the new “Parcel A” (3.881 acres to be conveyed to Visionquest LLC) and the parent “Parcel B” (6.490 acres to be retained by owners). This project is located in the AG zoning district. Scheduled Public Hearing for August’s meeting.

*Project: Preliminary Plat Review of Minor Subdivision (3 Lots) - 323 Asbury Rd into three parcels: “Parcel A” (2.35 acres), “Parcel B” (2.35 acres flag lot) and “Parcel C” (1.015 acres). This project is located in the R1 zoning district. Scheduled Public Hearing for August’s meeting.

**Parks, Recreation, and Trails Working Group
Wednesday, July 30-9:00 – 11:00am**

CURRENT PROJECTS

- * Myers Road Greenway -No new updates from T.G. Miller, they are still waiting on surveys
- * Greenway Trail Comprehensive Plan -To be discussed with MJ team
- * Town Center Phase 1 Feasibility Study -To be discussed with MJ team

NEW BUSINESS

* Pat met with Town Planner Mason Molesso and discussed with trail/easement intention on 164 Auburn Rd.

**Codes meeting
Monday, August 4-3:00 – 4:00pm**

Discussed applications to be on the Zoning Update Working Group. Agreed to recommend to the Town Board to accept all the applications.

**Yellow Barn Solar - Lansing meeting
Friday, August 8-9:30 – 10:30am**

Met with Crystal Buck and Guillermo Metz, from Cornell Cooperative Extension, to discuss the Yellow Barn solar development and a proposal they’ve been working on to incorporate active agriculture and research into the project (in addition to the current proposal of sheep grazing).

Ruth Groff
Ruth reported to the Board that she approved the first change order (copies were provided to Board members) for the new DPW facility. The change order was \$20,124. She also reported that funds for the second BAN were received today.

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER
Submitted the following report to the Town Board and it was available as a handout.

**Tompkins County Legislator
Michael Sigler
August 2025**

Hello and thanks for having me again. I want to thank Monika Savage, the County’s Communications Director whose reports I draw liberally from.

We are moving departments in preparation for construction of the center of government. I'm still not sold on this project. I don't think the County can bear the cost of a 50-million-dollar construction project right now, but I'm in the minority on that. Aside from the cost, we finished a parking study and only about 24 people a day visit County offices. That seems like too few to justify this project, but again, it's moving forward, and we'll do the best we can to make it affordable and fit the needs of the County for office space. We'll be moving Assessment and the Office of the Aging temporarily to a building on Dutch Mill Road here in Lansing. We're buying the building because in the end, it's cheaper than renting. The Board of Elections will be moving into the Office of the Aging's space downtown.

Big news you're aware of involving TeraWulf. I've brought the County into the discussion on it. In case folks don't know, TeraWulf has executed a long-term ground lease for approximately 183 acres at the former Lansing Power Plant site for high-performance computing (HPC) and AI data center hosting.

TeraWulf will be able to develop up to 400 MW of digital infrastructure capacity, with 138 MW of low-cost, predominantly zero carbon power expected to be ready for service next year. The Cayuga property features robust existing electrical infrastructure, an industrial-scale water intake system, and redundant fiber connectivity – critical components for supporting enterprise-scale computing workloads. The company is planning an approximately 67 MW solar installation and 800 MWh battery energy storage system on the site or parcels adjacent to the leased area.

We'll have another flight out of Ithaca Tompkins International Airport (ITH) to Washington Dulles International Airport (IAD) in October. That makes three flights to DC a day. It's made possible through a grant.

Ithaca airport will offer morning, afternoon, and evening flights to accommodate all schedules. The grant was secured through a collaborative regional effort involving the Tompkins Chamber, Ithaca Area Economic Development, Ithaca College, Cornell University, and the County, recognizing the importance of reliable air service to the economic vitality and accessibility of the region.

Tompkins County is expanding its Business Energy Advisors (BEA) program, introducing specialized energy consulting services for nonprofit organizations. This new initiative adds to the BEA program's existing suite of services, offering additional, dedicated support to help nonprofits in existing buildings plan cost-effective energy upgrades, reduce operating costs, and access valuable financial incentives.

And finally, we are still working on getting our Code Blue Shelter in position for winter. We are on a short timeline, but I've been assured we can make the deadline. We didn't have our shelter set until mid-November last year and we hope to have this one functioning before then. Time is tight, but this is a can't fail situation and our team knows that.

WORK SESSION MEETING ITEMS OF DISCUSSION

Town Center / Lansing Center Trails (LCT) Plan

The Board along with Bruce Barber (President, Friends of the Lansing Center Trail) and Pat Tyrrell, Director of Parks & Recreation, had a discussion surrounding the existing trails, future planning for portions of the trails and Town Center lands. Mr. Barber shared that historical records of what was approved by prior boards and original plans have been difficult to locate.

Supervisor Ruth Groff reiterated that the Board had no intention of closing the trails. The core issue was the lack of formal Town Board approval for the Conlon Road Extension, as this land is Town property without a clear plan for its future use.

One LCT member suggested that the Town should consider protecting and preserving the lands instead of developing it. It's a very special and unique area.

The proposed next steps could include:

- Temporary approval for Conlon Road Extension until long-term plan is established
- Develop a formal agreement outlining responsibilities and approval processes for future trail work to protect both the Friends of LCT and the Town
- Consult with trails committee, master trails plan, and TG Miller to integrate all trail network plans
- Identify specific trail portions (existing and future) the Town wants to fully protect and place them on the same public trust as previously approved trails. This would prevent future boards from abandoning them and ensuring permanent public use.
- Update existing policy to expand easement/right-of-way concept to cover all desired trails
- Conduct a site-wide storm management system assessment and wetlands mapping for future trail placement

It was requested that the Trails Committee identify the trails that have been approved and what is currently in place, so everyone is on the same page.

Capital Asset Policy

The discussion around the capital asset policy centered on the Town's current lack of a formal policy and the need to establish one for improved accounting practices. Having a formal policy would take the guesswork out for the accounting staff. Several thresholds were discussed with the standard being around \$5,000. A policy has been recommended by the auditors. Supervisor Ruth Groff and Bookkeeper Mary Ellen Albrecht will create a capital asset policy for Lansing and present it to the Board for approval.

Committee Charges

The Operations and Code Revision Committee requested another month to review these charges. The plan is to revisit next month after the Committee has provided their comments.

Host Community Agreement (HCA) Funds

The Board discussed strategies for managing and allocating funds received from HCAs with the focus on capital projects, grants and planning. The first requirement is all interfund loans must be repaid to Town. The tendency for these funds is for them to be allocated to capital projects so the Town gets something permanent. The funds can be used for any purpose as long as they are unrestricted funds.

The Board discussed whether they should develop a formal plan or address each HCA as it comes in. It was determined that it would be hard to come up with a formal plan for an unknown amount of money and it was suggested to possibly come up with a guidance policy that includes paying back the interfund loans, reserve funds allocations and investment opportunities to consider.

Board members will be given the amounts of the interfund loans that need to be repaid. It was suggested the capital improvement plan be used as a guide for allocating funds to specific capital projects.

Supervisor Ruth Groff stated the capital plan will be delivered to Board members with the budget.

Abundant Solar Power Inc.

Abundant Solar Power Inc. has expressed interest in purchasing or leasing a portion of 90-acre parcel of Town property on Salmon Creek Road (old gravel pit). Part of the parcel is currently used by the DPW for material storage. Highway

Superintendent/Director of Public Works Mike Moseley stressed the critical importance of the land to his department.

The Board agreed to allow Supervisor Ruth Groff to contact the company to gather more information and Highway Superintendent/Director of Public Works Mike Moseley will provide a map detailing current and potential DPW land use on the parcel.

MOTION TO ENTER CLOSED SESSION IMMEDIATELY FOLLOWED BY EXECUTIVE SESSION

Supervisor Ruth Groff moved to **ENTER CLOSED SESSION TO OBTAIN ADVICE OF COUNSEL ON SEWER EXPENDITURES AND INTERMUNICIPAL AGREEMENT MATTERS, TO BE FOLLOWED BY EXECUTIVE SESSION TO DISCUSS MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON / CORP, OR MATTERS LEADING TO SAID DISMISSAL, REMOVAL, PROMOTION, APPOINTMENT, EMPLOYMENT, DISCIPLINE, DEMOTION, OR SUSPENSION AT 8:02 PM.**

Councilperson Laurie Hemmings seconded the motion.

All in Favor - 4 Opposed – 0

MOTION TO EXIT CLOSED AND EXECUTIVE SESSION

Councilperson Joseph Wetmore moved to **EXIT CLOSED AND EXECUTIVE SESSION AT 8:45 PM.**

Councilperson Laurie Hemmings seconded the motion.

All in Favor - 4 Opposed – 0

A short discussion was had with a consensus to refer issues of noise laws and industrial regulations in zoning to the Operations and Codes Revision Committee.

MOTION TO ADJOURN MEETING

Councilperson Laurie Hemmings moved to **ADJOURN THE MEETING AT 8:47 PM.**

Councilperson Christine Montague seconded the motion.

All in Favor - 4 Opposed – 0

Minutes taken and executed by the Deputy Town Clerk. Minutes beginning with Closed/Executive Session were taken by Guy Krogh, Town Counsel and executed by the Deputy Town Clerk.

Respectfully submitted,

Jessica L. Hall
Deputy Town Clerk