



[Zoom Link 4118425407](#)
Village of Cayuga Heights
Board of Trustees Monthly Meeting
June 18, 2025 7:00 p.m.

	EXHIBIT/PAGE
1. Call To Order	
a. Approval of May 21, 2025, Meeting Minutes	2026 - 036 pgs. 2-17
b. Approval of June 5, 2025, Special Meeting Minutes	2026 - 037 pgs. 18-20
2. Report of Fire Superintendent Tamborelle: Submitted Report:	2026 - 038 pg. 21
3. Privilege of the Floor:	
4. Report of Treasurer Dolch: Submitted Report:	2026 - 039 pgs. 22-24
5. Report of Mayor Woodard	
a. Property Maintenance Enforcement	
b. Cayuga Heights Road Sidewalk Project Update	
c. Plant to Plant Agreement affecting the Kline Road By-Pass	
6. Report of the Trustees:	
7. Report of Superintendent of Public Works Cross:	
8. Report of Police Chief Wright: Submitted Report:	2026 – 040 pgs. 25-26
9. Report of Assistant Superintendent of Public Works Cowder:	2026 – 041 pgs. 27
10. Report of Clerk Walker: Submitted Report:	2026 – 042 pgs. 28
11. Report of Attorney VanDeMark:	
12. Adjournment	

EXHIBIT 2026-036

Zoom ID # 4118425407

**VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
MONTHLY MEETING**

**May 21st 2025
7:00 p.m.**

Present: Mayor Woodard; Trustees: Biloski (Via Zoom), Conway, Hubbell, Rennekamp, and Robinson; Fire Superintendent Tamborelle, Treasurer Dolch, Police Chief Wright; Superintendent of Public Works Cross, Assistant Superintendent of Public Works Cowder; Village Attorney Shah; Village Clerk Walker.

Absent: Trustee Salton

1. Call to Order: Mayor Woodard calls the meeting to order at 7:00 p.m.

2a. Approval of the April 16, 2025 Board Meeting Minutes (Exhibit 2026-025)

Resolution: 9844

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the April 16, 2025 Board Meeting Minutes as presented.

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, and Rennekamp

Nays: none

Abstentions: Robinson

Motion Carried

2b. Approval of April 23, 2025, Special Meeting Minutes (Exhibit 2026-026)

Resolution: 9845

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves April 23, 2025, Special Board Meeting Minutes as presented.

Motion: Trustee Conway

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, and Rennekamp

Nays: none

Abstentions: Robinson

Motion Carried

3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2026-027)

- Fire Superintendent Tamborelle states that the department is graduating three seniors from Cornell University and will be hosting a family dinner on Sunday.
- Fire Superintendent Tamborelle states that the bunker kitchen project is moving forward. The RFP will be sent to Clerk Walker for advertising. He hopes to have a bid opening on Tuesday, July 1st, 2025.
- Fire Superintendent Tamborelle states that he would like to ask for Board approval to waive the Parade and Special Events Permit fee of \$25 for the movie night at the station.
- Fire Superintendent Tamborelle states that movie night will start on June 26th and run through the last weekend in July. There will be a food truck available this year.

Resolution: 9846

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves waiving the Village Parade and Special Events Permit Fee of \$25 for the Cayuga Heights Fire Department movie.

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

4. Privilege of the Floor:

- Village resident T. Bubo is present to speak to the Board.
- Village resident T. Bubo states that she would like to bring to the Board and Village Residents' attention the harmful effects of using pesticides, herbicides, and insecticides.
- Village resident T. Bubo states that these products are non-selective, meaning that they can harm any type of insect, wildlife, pets, and humans.
- Village resident T. Bubo states that we also now know that these chemicals contain PFAS.
- Village resident T. Bubo states that she is willing to put together some simple fact articles about this subject for our Village Enewsblast.
- Village resident T. Bubo states that in the future she would like to see pesticide warning signage left on lawns for longer periods since there is no scientific data that can prove that the lawn is safe after twenty-four hours.

•Mayor Woodard states that she would like Village resident T. Bubo is to come visit Deputy Clerk Perkins to talk about adding this type of information to the Enewsblast.

5. Report of Treasurer Dolch: Submitted Report (Exhibit 2026-028)

- Treasurer Dolch states that the April bank-to-book reconciliations are complete.
- Treasurer Dolch states that the only other action item she has tonight is Abstract 12.

Approval of Abstract 12:

Resolution: 9847

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract # 11 for FYE 2025, consisting of TA vouchers 90-96 in the amount of \$6125.71 and Consolidated Fund vouchers 852-929 in the amount of \$326,701.12, and the Treasurer is instructed to make payments thereon.

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

- Trustee Conway states that he noticed in the Treasurer's Report that numbers are different than previously reported.
- Treasurer Dolch states that the Office of the State Comptroller related to the Annual Update Document, had requested we show the money from NYCLASS in a different manner. For our internal budgeting purposes, we can move it back into the accounts as cash but for the AUD report it needs to be in the securities account.

6. Report of Mayor Woodard:

a. Access Oversight Committee (AOC) Budget:

- Village resident and appointed representative W. Van Leuken states that every year the Village reviews the AOC Annual Budget and as a member approves the recommendations.
- W. Van Leuken states that this year the budget is \$14,000 which will be used to purchase equipment needed for the functions of the PEG Access Studio.

Resolution: 9848

WHEREAS, Section 15.12 of the Franchise Agreement of January 2003 between the City of Ithaca and the franchisee Time Warner Entertainment-Advance/Newhouse Partnership (TWC) (“Franchise Agreement”), subsequently assigned to Charter Communications, Inc. d/b/a Spectrum Networks (Charter) after Charter's 2016 acquisition of TWC, requires the participating municipalities (City of Ithaca, Town of Ithaca, Village of Cayuga Heights) to provide the franchisee with an annual written budget for Public, Educational and Governmental access operations (PEG) by June 30 of each calendar year; and

WHEREAS, Section 15.12 of the Franchise Agreement requires that Charter directs PEG Access Staff to provide the Access Oversight Committee (AOC) with budget recommendations for the following year by April 30; and

WHEREAS, the City of Ithaca's Ordinance #2003-17, Par 18-4-G, requires the Access Oversight Committee (AOC) to provide the Participating Municipalities with a recommended budget for the following year by May 31; and

WHEREAS, the Franchise Agreement authorizes Charter to collect \$0.15 per subscriber per month to be used for the purchase of PEG equipment and facilities; and

WHEREAS, the AOC has reviewed PEG’s current equipment and facilities and anticipates that new or replacement equipment and facilities will likely be needed; now therefore be it

RESOLVED, that the AOC recommends a \$14,000.00 contingency to purchase equipment as needed for the functioning of PEG operations, pending receipt and AOC approval of line-item estimates, and be it further

RESOLVED, that the AOC forwards its recommendations for approval by the Common Council of the City of Ithaca, the Town of Ithaca Board, and the Village of Cayuga Heights Board of Trustees, so that they may meet their obligation to provide Charter Communications with an annual written budget for Public, Educational and Governmental access operations no later than June 30, 2025.

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

•W. Van Leuken states that after many years, Spectrum is now back on the Application side since more and more customers are streaming television. This has resulted in an increase in viewership.

b. Public Hearing on Proposed Local Law D of 2025: Village Annual Sewer Rate

•Mayor Woodard opens the Public Hearing at 7:13 p.m.

- No members of the Public wish to speak.
- Mayor Woodard closes the Public Hearing at 7:14 p.m.

Resolution: 9849

VILLAGE OF CAYUGA HEIGHTS
DRAFT
LOCAL LAW D OF THE YEAR 2025
A LOCAL LAW TO AMEND THE ANNUAL SEWER RATES, AS DEFINED IN ARTICLE XII,
SEWER RENTS, OF THE VILLAGE OF CAYUGA HEIGHTS ARTICLES

Be it enacted by the Board of Trustees of the Village of Cayuga Heights as follows:

Section I. PURPOSE

The purpose of this Local Law is to establish annual sewer rates of \$6.32/1000 gallons consumed for inside users and a rate of \$9.48/1000 gallons used for outside users, as defined in Article XII, Sewer Rents, of the Village of Cayuga Heights Articles.

Section II. AUTHORITY

This Local Law is enacted pursuant to the grant of powers of local governments provided for in (i) Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provisions of the New York State Constitution or not inconsistent with any general law relating to its property, affairs, government or other subjects provided for in said Section 10 of the Municipal Home Rule Law, (ii) General Municipal Law Article 14-F, (iii) General Municipal Law Sections 451 and 452, and (iv) Village Law Article 14.

Section III. ESTABLISHMENT OF SEWER RATES

As of June 1, 2025, annual sewer rates shall be established at a rate of \$6.32/1000 gallons used for treatment of wastewater originating from properties located within the Village and a rate of \$9.48/1000 gallons used for treatment of wastewater originating from properties located outside of the Village.

Section IV. SUPERSEDING EFFECT

All Local Laws, resolutions, rules, regulations, and other enactments of the Village of Cayuga Heights in conflict with the provisions of this Local Law are hereby superseded to the extent necessary to give this Local Law full force and effect.

Section V. VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section VI. EFFECTIVE DATE

This Local Law shall be effective immediately upon filing in the office of the New York State Secretary of State, except that it shall be effective from the date of its service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of Proposed Local Law D of the year 2025 as Local Law 4 of the year 2025.

Motion: Trustee Rennekamp

Second: Trustee Biloski

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

c. Sewer and Water Annual Budget: The village committees have worked through several months of meetings to generate accurate figures for the water and sewer funds.

- Trustee Conway states that the Village Finance Committee determined that we needed to use fund balance for both funds. A little more from water than sewer.

- Trustee Conway states that we project to use about \$69,000 leaving \$42,000 in the water fund, and we are using \$208,000 leaving \$122,000 in the sewer fund even with funding a \$150,000 reserve.

- Mayor Woodard states that one of the things budgeted for this and next year is the lead pipe replacements. To date, we have completed seven of the twenty-eight.

Resolution: 9850

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of the Proposed FYE 2025-2026 Annual "F" fund Budget and directs Village Treasurer Dolch to certify this budget with the New York State Comptroller's Office.

Motion: Trustee Hubbell

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

Resolution: 9851

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of the Proposed FYE 2025-2026 Annual "G" fund Budget and directs Village Treasurer Dolch to certify this budget with the New York State Comptroller's Office.

Motion: Trustee Conway

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

d. Vision Zero Resolution:

•Clerk Walker states that at last month's Board Meeting, we tabled this resolution until we could determine if the language within the resolution could be modified. We received communication back that the Board could modify the language.

•Clerk Walker states that this resolution focuses on the purpose which is to reduce accidents and serious injuries to pedestrians and bicyclists on Village streets.

Resolution: 9852

WHEREAS, the life and health of all persons living and traveling within the Village of Cayuga Heights are our utmost priority, and no one should die or be seriously injured while traveling on our village streets;

WHEREAS, Vision Zero is the concept that traffic deaths and serious injuries on our roadways are unacceptable;

WHEREAS, Vision Zero is a holistic strategy aimed at eliminating all traffic fatalities and severe injuries suffered by all road users while increasing safe, healthy, and equitable mobility for all;

WHEREAS, streets and transportation systems have traditionally been designed primarily to move cars efficiently, and Vision Zero supports a paradigm shift by designing streets and transportation systems to move all people safely, including people of all ages and abilities, pedestrians, bicyclists, public transit users, scooter riders, and motorcyclists, as well as drivers and passengers of motor vehicles;

WHEREAS, Vision Zero recognizes that people will sometimes make mistakes, so the road system and related policies should be designed to ensure that those inevitable mistakes do not result in severe injuries or fatalities; therefore, transportation planners engineers, and policymakers are expected to improve the roadway environment, policies, and other related systems to lessen the severity of crashes;

WHEREAS, Zero people in the Village of Cayuga Heights lost their lives to traffic deaths from 2020-2024, and traffic crashes are among the leading causes of deaths in the United States;⁶

WHEREAS, the Village of Cayuga Heights transportation infrastructure serves an increasing number of

vulnerable road users such as pedestrians and bicyclists;

WHEREAS, making streets safer for all people using all modes of transportation will encourage people to travel on foot, by bicycle, and by public transit, which supports a healthier, more active lifestyle and reduces environmental pollution;

WHEREAS, the Village of Cayuga Heights has already adopted other pedestrian safety–related policies;

NOW, THEREFORE, BE IT RESOLVED, that a successful Vision Zero program is the result of all stakeholders, including government at all levels, industry, non-profit/advocacy, researchers, and the general public, collaborating to prevent fatalities and serious injuries on our roadways.

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

g. Updated on the Teamsters Contract:

•Mayor Woodard states that the Village is committed to reaching an agreement and we plan on meeting on June 4th, 2025

7. Report of the Trustees:

a. Village Finance Committee Update:

•Trustee Rennekamp states that we reviewed the sewer and water budgets, and as we discussed earlier. We also talked about changes to the budget process moving forward,

•Trustee Robinson states that he hopes that next year we can incorporate beginning and ending fund balances so we can see each fund ending balance.

•Mayor Woodard states that she would like to recommend that we start looking at water and sewer rates starting now for the next calendar year.

b. Village Public Works Committee Updates:

•Trustee Robinson states that we are looking to move the easement deadline for the Cayuga Heights Sidewalk Project to less than six months. Hunt Engineers originally projected a year to complete.

•Trustee Robinson states that this will give us a better opportunity for bids so we do not miss the construction season.

- B. Cross states that T.G. Miller is working on the mapping and construction of the easements. Once that is in place we can start getting signatures.

- Mayor Woodard suggests that we get a copy to the Village Attorney for review.

- Trustee Robinson states that we talked about sending letters of property maintenance violations to several residents who are in violation this spring.

- B. Cross states that he has drafted several letters, but nothing has been mailed yet.

- Trustee Robinson states that we are doing some boring and Geotech studies for the Renwick Brook Culvert pipe.

- Mayor Woodard states that will be able to use some CHIPS money to cover this expense.

- Trustee Robinson states that the committee is looking into crosswalk signage on North Triphammer. It is not as easy as we thought to determine what is the correct way to address mid-block crossings.

- Trustee Robinson states that a few E-bikes have been showing up in the Village.

c. Village Wastewater Committee Updates:

- Trustee Robinson states that there will be some summer work on the rail system.

- Trustee Robinson states that the rooftop solar project is moving forward. Installation should take place this June.

- Trustee Robinson states that we have been discussing plant expansion and capacity ideas and to date, we have three options: One; Purchase the vacant land and build; two a Town of Ithaca By-pass to the Ithaca Plant and three; a Remington Road By-pass to the Ithaca Plant.

- Trustee Robinson states that the Remington Road By-pass makes the most sense for the Village.

- Mayor Woodard states that the Town and Village of Lansing are the two municipalities that are asking for more sewer permits. If this option moves forward, they will have to be the ones to fund this project.

- Trustee Conway asks how our plant did with all the rainfall we have received lately.

- Mayor Woodard states that we had to open the Kline Road By-pass and send sewage to the Ithaca Area Wastewater Treatment Facility.

d. Village Public Safety Committee Updates:

- Trustee Biloski states that the new Axon BWC has arrived. The Flock Cameras have been installed, and the new police vehicle should be arriving early next month.

e. Village Administrative Committee Updates:

- Trustee Biloski states that Deputy Clerk Perkins attended the Laserfiche conference and is already working on upgrading forms for different Village permits.
- Trustee Biloski states that the Village Tax Bills are ready to be mailed.

8. Report of Superintendent of Public Works Cross:

- B. Cross states that he, along with Assistant Superintendent of Public Works Cowder have discovered a washed-out culvert pipe on North Sunset Drive. This culvert pipe is not going to last so we will need to declare an emergency repair and seek a contractor to fix this as soon as possible.
- Trustee Hubbell asks if our own DPW staff will be able to assist.
- B. Cross states that they would be able to help with the components, including trucking. If everything goes well, we should be able to complete this within two weeks.

Resolution: 9853

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves an emergency repair of the washed-out culvert pipe on North Sunset Drive.

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

- B. Cross states that part of the Vision Zero commitment and resolution will allow us to move forward with potential grants for a project. We may bring back the Bergman and Associates traffic study and discuss this more with the Public Works Department Committee.
- B. Cross states that at the Village Wastewater Treatment Plant, we will need to replace two channels that slide in and out of the sludge dumpsters. Blue Heron will be completing this work under the current contract.
- B. Cross states that there is money set aside for various steel repairs.
- Trustee Robinson asks members of the Village Finance Committee if we could use the money we borrowed for the rail project for this type of project.
- Trustees Conway and Rennekamp agreed that it could be used for that project.

- Mayor Woodard states that one other topic the Board should be aware that the committee agreed to put a crosswalk flashing light system at the corners of Kline Road and Wycoff Road.
- Mayor Woodard states that we still need to examine the North Triphammer Road crossing situation before committing to a flashing light system.
- B. Cross states that the North Triphammer Road crossing is not a normal area to cross the road. Most crosswalks are at intersections; this one is in the middle of traffic. Features to prevent an accident need to be looked into closely.
- Mayor Woodard inquires about how well the crosswalks are obeyed in front of Marcham Hall.
- Trustee Rennekamp states that as someone who walks everywhere, it depends on how assertive the pedestrian is.
- Assistant Superintendent of Public Works Cowder states that he has had this discussion as well. The North Triphammer Road crosswalks are in different places because they were put in at different times and when bus stops were added.
- Mayor Woodard suggests that we contact TCAT and request that bus stops be moved to where there is a crosswalk.

9. Report of Police Chief Wright: Submitted Report (Exhibit 2026-033)

- Chief Wright states that the new AXON body-worn cameras have arrived. There is some training involved, and the plan is to have them in service in a couple of weeks.
- Chief Wright states that the Flock cameras are up and running. The Emergency Response Oversight Committee met and he was informed by Under Sherriff Olin that the County is just about done with setting up their cameras as well.
- Chief Wright states that the commercial traffic enforcement details continue to be a productive use of resources.
- Chief Wright states that a long-time, part-time police officer resigned on April 10, 2025. This results in an open position and we are currently looking at replacing that officer but there really has not been any interest. This will cause some coverage issues down the road.
- Chief Wright states that an email was sent to Mayor Woodard regarding the county memorandum of understanding specifically related to the closest care concept. Every year we agree to allow 911 dispatch to dispatch cars based on who is closest for emergency calls.
- Chief Wright states that this had to be updated since TC3 will be joining the group of law enforcement agencies as part of this need. This will be access to Dryden P.D.

- Trustee Robinson asks if we get a call in Lansing would other agencies get called as well?
- Chief Wright states that we would assist but we do not have any jurisdiction outside of the Village. You rarely see an outside agency assisting the Village because we always have two officers on duty during the day. At some point when we move forward with a seventh officer, we will have even more coverage.

10. Report of Assistant Superintendent of Public Works Cowder: Submitted Report (Exhibit 2026-034)

- Assistant Superintendent of Public Works Cowder states that he has completed his New York State Code Enforcement training is permitted to perform all duties associated with this license and has been assisting B. Cross with code enforcement.
- Assistant Superintendent of Public Works Cowder states that sidewalk cleanup and ROW repair are underway. We are working with the Village Forester and have been working together on these items. We are working on a sidewalk summer rehabilitation list and have begun planning for projects in the next fiscal year.
- Assistant Superintendent of Public Works Cowder states that we have replaced a few lead Village water service lines identified as having lead/galvanized lines on both the Village and the resident's side of the curb box. We also replaced a few of Village Village-identified lead lines and will continue coordinating with any other residents who are replacing their lead lines in the new fiscal year.
- Assistant Superintendent of Public Works Cowder states that Metering devices that have been installed in 5 various manholes in the Village to measure system flow to help locate I&I are being monitored by TG Miller in their continued efforts for I&I tracing. Last month, they moved 4 of the 5 meters up the lines to better track where there may be more inflow when we have rain events. The devices will be periodically moved within the system to identify and pinpoint problem areas.
- Assistant Superintendent of Public Works Cowder states that we have placed postings for position openings on the County website for both the regular Laborer and DPW Summer Helper positions. We have received some applications and are in the process of reviewing candidates.
- Assistant Superintendent of Public Works Cowder states that Mowing is in full swing along with roadside trimming and repairing and replacing worn and damaged street signs.

11. Report of Clerk Walker: Submitted Report (Exhibit 2026-035)

- Clerk Walker states that he will need two new resolutions, correcting the appointment terms for Village Planning Board member Matt Johnston and alternate Elaine Quaroni.
- Clerk Walker states that he overlooked the fact that one resigned and therefore the other member would assume that term for one year.

Resolution: 9854

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Matt Johnston to the Village Planning Board to serve the remainder of Elaine Quaroni's term. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

Resolution: 9855

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of a Village resident Elaine Quaroni as an alternate to the Village Planning Board for a one-year term. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

- Clerk Walker states that the Village property tax preparation is underway, and we will mail them on May 28th, 2025.
- Clerk Walker states that the office will be working on two abstracts this month, One for the last payable for the current fiscal year and the other for the first payable for the new fiscal year.
- Clerk Walker states that we will also run on payroll that covers until the end of May. This helps the Village Treasurer close the books with a clean break from the employees' side.
- Clerk Walker states that we will be painting the Village Court Office sometime in the next thirty days. Long overdue but since the court received a JCAP Grant for new furniture, we wanted to complement that with its first new paint in 30 years.
- Clerk Walker states that he was going to present for sewer relief account Y2732 for a water break in the garage. After speaking with the homeowner, we both agreed that there is not enough history (since they just moved in) to collect a quarterly average use to issue a fair average amount of possible credit. We will revisit this later in the year.
- Clerk Walker states that the last action he wants to present tonight is the NYSDOT annual Right-of-Way permit resolution required by New York State. This is an online application with a required resolution for the Mayor to sign.



UNDERTAKING
For the benefit of
The New York State Department of Transportation
In connection with work affecting state highways
(For use by New York municipalities and federal agencies)

WHEREAS, the undersigned Village of Cayuga Heights (Municipality, County, Town, City or Village, or any agency of the federal government, hereinafter referred to as “Permittee”) from time to time receives permits from the New York State Department of Transportation (hereinafter referred to as the "NYSDOT") and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and

WHEREAS, Permittee’s access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee’s operations, (b) complete restoration of state facilities to their condition before permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

1. Permit Applications. Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, the Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days' notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration.

2. Applicable Rules, Regulations & Conditions. The permittee shall comply with all of the laws, rules, and regulations applicable to construction, maintenance activities, and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed by NYSDOT regulations and standards.

3. Site Restoration. Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. If the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the

Permittee, may restore the property to substantially the same or equivalent condition as existed before the Permittee's work/activities, in which case, Permittee agrees to reimburse the reasonable expenses in connection therewith.

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

12. Report of Attorney O. Shah: No report at this time.

13. Executive Session:

Resolution: 9857

WHEREAS: The NYS Open Meeting Law §105 prescribes matters for which a public body may conduct an executive session; and,

WHEREAS: Upon a majority vote of its total membership, taken in an open meeting under a motion identifying the general area or areas of the subject or subjects to be considered; and,

WHEREAS: The conduct an executive session for these enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public money:

THEREFORE, BE IT RESOLVED THAT An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for subsection (F) the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

Resolution: 9858

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves the existing executive session and returns to an open meeting.

Motion: Trustee Rennekamp

Second: Trustee Conway

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

Resolution: 9859

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves the waiving of the late fees for water account J2424 of \$9.26 that appeared on the account from the February 2025 billing cycle.

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: none

Motion Carried

13. Adjournment: Mayor Woodard adjourns the meeting at 9:10 p.m.

EXHIBIT 2026-037

Zoom ID # 4118425407

**VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
SPECIAL MEETING**

**June 5th 2025
7:00 p.m.**

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton; Assistant Superintendent of Public Works Cowder; Village Clerk Walker.

1. Call to Order: Mayor Woodard calls the meeting to order at 7:03 p.m.

2. Privilege of the Floor: No member of the Public wish to speak.

3. Offer of Employment to Timothy Emmick as a Laborer with a CDL.

•Assistant Superintendent of Public Works Cowder states that this individual came highly recommended from a current Department of Public Works employee. Timothy has passed the Village background check and is available to start immediately.

•Mayor Woodard states that she would like Board approval to offer Timothy Emmick the vacant Village Laborer position officially.

Resolution: 9860

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves hiring Timmothy Emmick as a Village Department of Public Works Laborer with a Commercial Driver's License to start at the Teamsters Union rate as agreed in the signed contract of June 2025.

Motion: Trustee Hubbell

Second: Trustee Rennekamp

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

3. NYSEG Right of Way Permit

•Assistant Superintendent of Public Works Cowder states that the emergency culvert repair needed on N. Sunset Drive requires NYSEG to set a new pole and tap into the natural gas line. We will have to do the same thing for water and sewer lines. Considering the situation, we are looking for Board approval to waive this permit fee since they are essentially helping the Village with this emergency repair.

Resolution: 9861

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves waiving the Village Right of Way Permit fee of \$50 for NYSEG related to the emergency culvert repair on N. Sunset Drive.

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

- Trustee Robinson states that Empire Fiber is canvassing the Village.
- Assistant Superintendent of Public Works Cowder states that they have obtained a solicitation permit from the Village Police Department and are selling fiber optics for streaming or internet.

3. Teamster Union Discussion:

Resolution: 9862

WHEREAS: The NYS Open Meeting Law §105 prescribes matters for which a public body may conduct an executive session; and,

WHEREAS: Upon a majority vote of its total membership, taken in an open meeting under a motion identifying the general area or areas of the subject or subjects to be considered; and,

WHEREAS: The conduct an executive session for these enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public money:

THEREFORE, BE IT RESOLVED THAT An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for subsection (F) the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution: 9863

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves the existing executive session and returns to an open meeting.

Motion: Trustee Salton

Second: Trustee Conway

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution: 9864

BE IT RESOLVED THAT: The Board of Trustees approves and authorizes Mayor Woodard to sign the June 2025- May 31, 2028 Teamsters Union Contract as presented from the Teamsters Union.

Motion: Trustee Conway

Second: Trustee Biloski

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

•Trustee Robinson states that the next item we need to address is the DPW Summer hours schedule.

Resolution: 9865

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves Teamster Summer hours to commence on the Monday after the contract is signed and run through August 29, 2025.

Motion: Trustee Biloski

Second: Trustee Conway

Ayes: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

4. Adjournment: Mayor Woodard adjourns the meeting at 7:40 p.m.

EXHIBIT 2026-038

June 17, 2025

Honorable Linda Woodard
Board of Trustees
Village of Cayuga Heights

Monthly Report May 2025

We kept running hard in May with a total of 49 calls. We had 26 calls in the Village of Cayuga Heights, 16 calls in the Town of Ithaca and 7 mutual aid requests. There were 23 EMS calls and 26 fire responses. Early in the month we had a large, fast-moving rainstorm that moved through our district causing some problems. We had a couple of calls in the Town of Ithaca for flooded roadways. We found that these incidents were caused by clogged storm drain covers. We were able to clear the drain covers and the flooding went down immediately. We did have an incident in the Village with a resident reporting sewage flowing from basement toilets and drains. We assisted with pumps to help stem the flow until the DPW was able to clear the blockage in the line at the road. We did respond to an increased number of mutual aid calls to Lansing early in the month.

May was a great month for varied training. Our staff tried to mix in some drills to make the month exciting. Early in the month we did training on chain saws and wood cutting. We use our saws regularly to clear roadways in the village and many of our members, before joining the department, had never held a chainsaw let alone cut with one. Clearing downed trees is a dangerous task that needs practice. We rolled down to the training center to do drafting and car fire training the next week. We do not do a lot of drafting from standing water sources in our district as we are covered completely with hydrants. This skill is good for practicing the mutual aid responses we run. During the drafting training we used this opportunity to refresh on flowing water at car fires. Our EMS training for the month once again focused on practical skills for all members but especially those in the EMT class.

We released the RFP for the kitchen project with a bid opening date of July 1st. We have gotten several requests for the RFP. A couple of the contractors have called to ask about specifics, and we are hopeful of having several bids to open in July. The bunking staff is very excited about this project.

We celebrated with our graduating members with brunch at the station on the Sunday of Graduation Weekend. It was great to meet the families of our graduating members. They were all appreciative of what the department provided during the graduates tenure here. There were many comments about the increased level of maturity and self-confidence from many families. Luckily, out of our four graduates only one is leaving the area currently. We have several members attending fire and EMS classes around the area this summer and they will be staying at the station thereby increasing our staffing for the summer.

We are hoping that the rain will stop soon, and we can get things dried out. We have scheduled our annual hose and ladder testing, both of which are done outdoors. It is much easier if it is dry for these annual maintenance tasks.

We are looking forward to a good summer at the station. We are starting Movies at the Station on June 26th. We are still trying to secure a food truck vendor for these nights. We have not finalized the schedule of movies, but we will start with The Sandlot, a summer classic, on Thursday June 26th.

Sincerely,
George Tamborelle
Fire Chief/Fire Superintendent

EXHIBIT 2026-039
VILLAGE OF CAYUGA HEIGHTS
TREASURER'S REPORT
June 2025

Revenues and Expenses:

May month end bank to book reconciliation is complete and has been signed off by Deputy Treasurer Rennekamp. The report from Williamson is attached to this report.

Approval of Abstract 13:

Banking:

We have switched most Village bank accounts over to Community Bank. This transition was fairly smooth, and we have worked out the small issues that came up. Thanks Kiersten!

Approval of Abstract 13:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #13 for FYE2025 (the final abstract of FY2025) consisting of:

- TA vouchers 97-101 in the amount of \$4,786.49
- Consolidated Fund vouchers 930-987 in the amount of \$196,295.76

and the Treasurer is instructed to make payments thereon.

Approval of Year-End Budget Modifications:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes the Treasurer to make FYE2025 Final Budget Modifications as necessary to bring any overdrawn expenditure accounts to zero in the General, Water, and Sewer Funds.

Approval of Abstract 1:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract #1 for FYE2026 consisting of:

- TA vouchers 1-3 in the amount of \$21,613.37
- Consolidated Fund vouchers 1-33 in the amount of \$362,284.89 and

and the Treasurer is instructed to make payments thereon.

Respectfully Submitted

Laura W. Dolch

#1 Treasurer

MONTHLY REPORT OF TREASURER

TO THE VILLAGE BOARD OF THE VILLAGE OF CAYUGA HEIGHTS:

The following is a detailed statement of all moneys received AND disbursed BY me during the month of May, 2025:

DATED: June 16, 2025

TREASURER

	Balance 04/30/2025	Increases	Decreases	Balance 05/31/2025
A GENERAL FUND - VILLAGE				
CASH - CHECKING	1,986,489.10	319,478.28	304,510.27	2,001,457.11
CASH - SAVING	23,508.93	0.87	23,508.87	0.93
CERTIFICATE OF DEPOSIT	445,291.56	1,536.34	0.00	446,827.90
NYCLASS GENERAL	905,953.93	3,195.22	0.00	909,149.15
PETTY CASH	450.00	0.00	0.00	450.00
TOTAL	3,361,693.52	324,210.71	328,019.14	3,357,885.09
CD SPECIAL GRANT FUND				
CASH	9,452.39	30,472.96	35,453.46	4,471.89
CASH - POLICE COMP TIME RESERV	28,029.61	287.31	0.00	28,316.92
Fire Truck Reserve 2025	69,443.56	711.83	0.00	70,155.39
CASH - JCAP COURTROOM SEATING	1,600.00	0.00	1,600.00	0.00
Police LETECH Grant	18,697.96	0.00	18,697.96	0.00
Solar Panels 2025	-10,211.36	0.00	0.00	-10,211.36
CASH - POL TRIAD GRANTS	1,553.58	20,118.43	10,000.00	11,672.01
CASH - BEAUTIFICATION SPECIAL	3,607.86	36.98	0.00	3,644.84
CASH - FIRE DEPT DONATIONS	47,667.24	488.60	0.00	48,155.84
RESERVE FOR BANK INTEREST	1,819.35	861.21	2,680.56	0.00
CASH - GENERAL POLICE DONATION	69,241.55	707.95	175.00	69,774.50
Water Main Reserve	32,141.98	329.46	0.00	32,471.44
TOTAL	273,043.72	54,014.73	68,606.98	258,451.47
F WATER FUND				
CASH - CHECKING	301,830.24	160,928.59	133,334.91	329,423.92
NYClass - Water	62,921.15	232.61	0.00	63,153.76
TOTAL	364,751.39	161,161.20	133,334.91	392,577.68
G SEWER FUND				
CASH - CHECKING	-185,926.60	129,509.57	121,313.53	-177,730.56
NYCLASS SEWER	87,928.43	310.10	0.00	88,238.53
TOTAL	-97,998.17	129,819.67	121,313.53	-89,492.03
H CAPITAL FUND				
CASH - CHECKING	-2,070,445.23	0.00	4,929.36	-2,075,374.59
NY CLASS	37,278.10	131.47	0.00	37,409.57
TOTAL	-2,033,167.13	131.47	4,929.36	-2,037,965.02
HA RAIL PROJECT				
	0.00	0.00	0.00	0.00
NY CLASS ACCOUNT	1,022,580.62	3,606.51	0.00	1,026,187.13

MONTHLY REPORT OF TREASURER

	Balance 04/30/2025	Increases	Decreases	Balance 05/31/2025
TOTAL	1,022,580.62	3,606.51	0.00	1,026,187.13
TA TRUST & AGENCY				
CASH - CHECKING	49,890.37	208,224.03	223,409.00	34,705.40
TOTAL	49,890.37	208,224.03	223,409.00	34,705.40
TOTAL ALL FUNDS	2,940,794.32	881,168.32	879,612.92	2,942,349.72



EXHIBIT 2026-040
Village of Cayuga Heights
Police Department

Jerry L. Wright
Chief of Police

In the month of May, the police department received 436 calls for service. In addition to these calls, 83 uniform traffic tickets were issued and two parking violations were cited. The breakdown of calls are as follows:

There were five felony incidents handled: two for drugs and three for burglary. The first incident of drugs occurred during the execution of a search warrant, where 1 individual was charged with criminal nuisance 1st and a second individual was charged with 2 felony counts of criminal possession of a controlled substance 3rd. The second drug incident stemmed from a traffic stop where the officer found an occupant to be in possession of an amount of methamphetamine. The subject was taken into custody and transported to CAP court for processing. A second misdemeanor was filed during this incident as well, see below. A report of burglary was filed after a student discovered their belongings missing from a residence they were moving into. After investigation it was determined that a cleaning crew had taken the items to a nearby dumpster thinking they were items left by a previous tenant. The items were recovered, and the case was closed. A second burglary complaint was made involving someone taking returnable bottles and cans out of a storage shed. There was no suspect and no charges sought. The remaining two reports of burglaries were of residents stating that people were in their homes. Officers did not find any evidence of unwanted individuals being in either home; the cases were closed under the nature of suspicious incident.

Of the five misdemeanor incidents handled, two were involved in the drug arrests mentioned in the felony incident section above. Five additional drug charges were filed as part of the search warrant. These charges included three for criminal possession of a controlled substance 3rd, one for criminal use of drug packaging and one for criminal use of drug scales. The felony traffic stop also warranted a charge of obstruction of governmental administration after the defendant refused to allow the officer to conduct necessary procedures while investigating the stop. Upon execution of a separate traffic stop for cell phone use, officers found the driver to be in possession of a fake driver's license. The driver was issued an appearance ticket for possession of a forged instrument and a traffic citation for operating a motor vehicle while using a portable electronic device. One report of fraud was made consisting of a resident receiving scam phone calls from someone claiming to be a representative of Medicare. The complainant was advised to block the number from their phone. No loss of property took place, and no further complaints have been made. A theft complaint was filed regarding money being missing from a medical office. No charges were sought by the complainant as they just wanted a report of the incident on file.

There were four traffic stops resulting in five vehicle and traffic misdemeanor charges; one for Aggravated Unlicensed Operation of a Motor Vehicle 2nd, one for AUO 3rd and three for Suspended Registration.

Three reports of violations of the penal law were handled; two for harassment and one for trespassing. One harassment complaint was made by a parent who stated that their child was being physically harassed by a member of the school staff. After investigation of the incident, officers deemed the report to be unfounded and the complainant was advised to seek any further action through the school administration. A second harassment complaint turned out to be of a civil nature as it was between a tenant and landlord. No action was taken by CHPD. Officers handled a trespass incident, although it was initially a call for a theft from a motor vehicle. The suspect did not take items and no charges were sought by the complainant.

There was one violation of the Village's Local Law handled for in Sunset Park after hours. The on-duty officer found two individuals talking in the park outside of open hours. The subjects were advised that the park was closed and they left the park without incident.

There were two arrests made on warrants. CHPD facilitated a subject being arraigned on an active Violation of Probation warrant out of Tompkins County Court. Another subject was taken into custody by an Ithaca Police Officer and turned over to CHPD officers for an active Bench Warrant. The subject was transported to Central Arraignment for processing.

There were no motor vehicle accidents handled.

There was one incident involving deer reported.

There were five calls for service completed under the Tompkins County Mutual Aid Agreement, four for CHPD officers assisting other agencies and one for other agencies assisting CHPD officers.

Over the course of the month, Officers took part in the following training and/or events: On the 4th, Sergeant Manning and Officer Miller assisted with traffic control during the annual Cayuga Heights Elementary 5K Run. On the 5th, 16th, and 20th, Officers Barr and Langlois conducted Commercial Vehicle Safety Inspections along with DOT Inspector James Kane. On the 14th FLOCK Cameras were installed within the Village. On the 19th Officers Langlois and Barr conducted a traffic detail as part of the annual Buckle Up New York-Click it or Ticket Campaign.

The full-time officers worked a total of 42 hours of overtime and the part-time officers worked a total of 201 hours.

EXHIBIT 2026-041
Village of Cayuga Heights
Board of Trustees Report
Department of Public Works - Aaron Cowder
June 18, 2025

Code Enforcement

I am now performing code enforcement related duties under direction and along with Brent. We will be working on plan reviews and getting the fire inspections up to date for the year.

Street & Sidewalks

We are working on a sidewalk summer rehabilitation list and have begun doing some repairs for projects year.

Water System

We replaced a few of Village identified lead lines and will continue coordinating with any other residents who are replacing their lead lines. We have exceeded the planned number of services but will continue to get the ones on the streets that NYSEG is doing gas line updated.

Sanitation Sewer System

Metering devices that have been installed in 5 various manholes in the Village to measure system flows to help locate I&I are being monitored by TG Miller in their continued efforts for I&I tracing. The devices will be periodically moved within the system to identify and pinpoint problem areas.

We will also be fixing a few manholes to be lined this summer to reduce I&I.

Personnel

On 6/9/2025, Timothy Emmick started at the DPW and was hired as a Laborer w/CDL.

Beautification

Mowing is in full swing along with roadside trimming and repairing and replacing worn and damaged street signs.

Culvert Repair

N Sunset repair has been started and materials ordered for the repair. NYSEG is moving the gas and power pole and the DPW will be taking care of the water and sewer.

Bellisario was the contractor selected due to being local and better suited to handle the project.