

## **Village of Lima Board Meeting**

May 24<sup>th</sup>, 2022

**Present:** John Skiptunas, Mayor; John Wadach Deputy Mayor; Trustees Joshua Petraitis, Brian Smith and Carolyn Fleming.

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Residents Mike and Terri Cavanaugh, Theresa and Donald Black, AJ and Judy Stephany; Bill Carey.

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, May 24<sup>th</sup>, 2022 at Lima Town Hall, 7329 E. Main St. and opened with the Pledge of Allegiance.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to approve meeting minutes from May 10<sup>th</sup>, 2022. Motion passed unanimously.

### **Guests Present Regarding Airbnb**

**Airbnb Zoning Code** – Mayor Skiptunas started the meeting by addressing the audience and discussing what he had learned at the NYCOM Conference regarding Airbnb’s and how other municipalities are handling the increase of said properties in their regions. Mayor Skiptunas stated the current Village code does not address Airbnb’s specifically, and a code will need to be created to address several areas including occupancy, vehicles, noise, and fines for violations. Airbnb owners will be responsible for complying with the code created. He discussed how Airbnb’s can be an asset to the local community, and that the Village does receive tax revenue from the rentals. Once a proposed code has been created, a public hearing will be held and all are welcome to attend and provide input.

Resident AJ Stephany asked about an approximate timeline for the public hearing, to which Mayor Skiptunas said it would be at least a couple months. Resident Don Black asked if there will be restrictions as to how many Airbnb’s can be in one location, to which Mayor Skiptunas replied that it will be another area discussed when creating a code.

Attorney Lenahan passed around to the board the current Airbnb code from another municipality in NYS for reference. He requested the Board look through to see the various areas addressed in the code. This discussion will be added to the agenda for the next Village board meeting.

### **Reports**

#### **DPW – Ben Luft**

Mr. Luft discussed the status of the water pain project. He stated that the contractors are anticipating restoration completion will be the middle of June with the exception of the trees. Some trees are still currently unavailable, so once all are available the subcontractor will be on site to install all of them. In the meantime, the contractors are working on topsoil and are up to the four corners heading north, as well as finishing the blacktop. Mr. Luft continues to have discussions with residents regarding the status of the project and he will be going through the “punch list” of items that still need to be completed within the next week.

The DPW Crew has been busy beautifying the downtown district for Memorial Day. Banners, flowers and flags have all been hung up throughout the Village. He plans to call in a stakeout for the permanent tree to be placed on the Village green after Memorial Day. The crew is currently at full capacity until Dale (add last name) retires in June. An ad for seasonal help has been published in the Sentinel, the Pennysaver, and placed on the Village website.

Mr. Luft received the prices for blacktop to pave Genesee Street from Park Street to College Steet, and College Street from Genesee Street to Elm Street, but he still has to get the county bid sheets to review the current prices. An approximate estimate for the cost of blacktop is around \$55k. The Village will be

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utilizing CHIPS (Consolidated Local Street and Highway Improvement Program) money to complete the paving.

Lastly, Mr. Luft stated that a water sample had failed the testing. The failed site was at the Ambulance base and has no effect on Village residents, however reports still need to be completed and a notice needs to be printed in the paper. He states that the hydrants by the base are flushed monthly to help prevent this from happening, but unfortunately from time to time the sample from this location does fail.

### **Clerk Report – Elissa Sackett**

Village taxes have been received from the county and mailed out to residents, and financial institutions for those who have their taxes in escrow. See the attached warrant that includes an itemized breakdown of the amount of tax to be levied.

Closing for the serial bond in the amount of \$2.168M is set for Wednesday, May 25<sup>th</sup> and closing for the bond anticipation note (BAN) in the amount of \$1,109,888 is set to close on Friday, May 27<sup>th</sup>. Both are to be used to pay off the current BAN of \$3,553,350 which was used to pay for the water improvement project as well as the sidewalk connection project. Once the remaining grant funds from both projects have been received, the BAN will be paid in full.

Several invoices were available to the board for review/approval. Payments were the following:

- Ambulance Fund: \$878.79
- General Fund: \$11455.94
- Sewer Fund: \$68407.33
- Water Fund: \$15598.46
- Capital Water: \$31881.94
- Capital Sewer: \$1721.36
- Grand Total: \$129943.82

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Smith to approve payment for all invoices. Motion passed unanimously.

### **Old Business**

**NYSERDA Grant** – Deputy Mayor Wadach received notification that the proposal submitted to utilize the \$10k and \$20k Clean Energy Community Awards to install a section of sidewalk on Livingston Street has been denied by NYSERDA. Since these have been denied, he anticipates the proposal for \$70k to install sidewalks on Michigan Ave will be denied as well. He has been advised that the best way to utilize these funds is to apply for an already approved project. The Village has already completed many of the approved projects in order to qualify for the awards. Deputy Mayor Wadach explained that the Village could look into purchasing an EV truck, but Mr. Luft would need to research if the truck would meet the DPW needs. The funds can also be used for building energy upgrades; therefore, Deputy Mayor Wadach has scheduled a meeting with Geothermal of Rochester to see if a ground source heat pump could be installed at the Ambulance base.

**Fiber Optic Project** – All documentation has been signed and will be sent to Rich Sutherland to forward to NBRC to obtain the Notice to Proceed. Deputy Mayor Wadach will work with Mr. Sutherland and Attorney Lenahan to create a Request for Proposal (RFP) for the project.

**Park** – Trustee Smith and Trustee Petraitis discussed that the Park Commission is still working on the updated draft of the master plan for the park. They anticipate the draft will be completed soon and at that point the draft will be distributed to the respected boards for review.

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Trustee Smith discussed the upcoming Civil War Reenactment scheduled for June 24<sup>th</sup> – 26<sup>th</sup> at the park. He stated the event will require a special use permit. Deputy Mayor Wadach asked that Trustee Smith reach out to the Crossroads Church to see if attendees could park at the church and walk to the event to prevent congestion on Ziegler Dr. Clerk Sackett asked if there was a schedule of events for the Reenactment as another reenactment group has reached out regarding the event. He will pass along the contact information for the event coordinator to reach out directly.

The board discussed various grants that could be available for the park. A goal is to make the park more ADA accessible, by widening walkways, upgrading the restrooms, and installing new playground equipment. Mayor Skiptunas emphasized that the Village should look at grants available that do not require a match. Trustee Wadach added that the required local match for park grants can be comprised of in-kind services such as the crew's labor and expenses for the use of equipment.

Mr. Luft asked if the fence at the dog park was going to be installed before or after the pavilion is built. Trustee Smith and Trustee Petraitis stated that although it would be easier to install the fence after the pavilion, the fence has become the top priority and will be installed first. There is going to be a buffer area between the fence and the structure, so it should not cause an issue when the pavilion is erected. Discussions were held again about the location and how equipment for pouring concrete, etc. will be delivered to the site. Mr. Luft will reach out to a couple contractors regarding the project.

**Sign Code** – Attorney Lenahan passed around the recommendations from the Village Planning Board, and a copy of the sign code from a neighboring municipality to review. Attorney Lenahan stated that he will start working on a draft for a new sign code for the Board to review at an upcoming meeting.

**Mural Fest** – Mayor Skiptunas stated the grant from Livingston County is a reimbursable grant. The Village will need to buy the materials and then LivCo will reimburse the costs of the materials. He has also received a donation from Crossroads Chiropractic to purchase food for the event. Mayor Skiptunas also discussed the various events to be held during the festival.

### **New Business**

**Joint Town and Village Board Meeting** – The joint meeting will be held June 7<sup>th</sup> at 6pm at the Town Hall. If you have anything you wish to add to the joint meeting agenda, please send Clerk Sackett an email.

### **Roundtable Discussion**

Mayor Skiptunas discussed the following:

- The Emergency phone at the Ambulance has been fixed.
- Waste Water Treatment Plant Project
  - Discussed the budget for the project – still good.
  - Flame riser has been fixed.
- MRB has started working on the Infiltration Grant. They will be looking at various areas throughout the Village such as Parkside, College St, Eastside of 15A when doing the stormwater investigation. Areas will have a smoke/dye test completed to help identify potential issues.

Deputy Mayor Wadach discussed the following:

- Have letters been sent to residents regarding houses without house numbers? CEO Floeser has sent Attorney Lenahan a draft letter which he made amendments to and returned.
- No more progress regarding the camera on the street light pole on Michigan Ave. Will need to contact National Grid as they own the pole.

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- Stated the decorative poles on Eastwood Circle should be scraped, primed, and painted (peeling paint).
- Requested Mr. Luft to look into the water/sewer rates.
- Asked for status update for the Codification project – All changes that Attorney Lenahan and Clerk Sackett could make have been completed. The board needs to review and make any additional changes so the code can be placed online.

Motion was made by Deputy Mayor Wadach and seconded by Trustee Petraitis at 9:15pm to adjourn the regular board meeting and enter executive session to discuss personnel matters regarding an employee. Motion passed unanimously.

TAX WARRANT

TO: ELISSA SACKETT (VILLAGE TREASURER)

YOU ARE HEREBY COMMANDED to receive and collect from the several persons names in the tax roll hereunto annexed, the several sums stated in the last column hereof opposite their respective named, being a total of \$605,240.30 for the following purposes:

For the Current Budget 2022-2023	<u>\$ 548,977.00</u>
Ambulance 2022-2023 Levy	<u>\$ 21,325.00</u>
For Re-levied Water Rents and Charges	<u>\$ 21,123.19</u>
For Re-levied Sewer Rents and Charges	<u>\$ 13,815.11</u>
<b>TOTAL</b>	<b>\$605,240.30</b>

YOU ARE FUTHER COMMANDED to receive and collect such sums without additional charge between the first day of June and the last day of June, both inclusive; and thereafter to collect with such of the sums as have not been therefore collected, an additional charge of five per centum for the first month or fraction thereafter until paid.

- (a) YOU ARE FURTHER COMMANDED to return the tax roll and warrant to the Village Clerk on or before the first day of February, 2023
- (b) , and to deliver to the Board of Trustees at the same time an account of the taxes remaining due and unpaid; describing each parcel of real property upon which taxes are unpaid, showing the person or persons to whom the parcel is assessed and showing as to each parcel the amount of tax unpaid.

We, the undersigned, do severally depose and swear that to the best of our knowledge and belief, we have set forth in the foregoing assessment roll all the real property situated in the assessing unit and with the exception of changes made by a board of review and special franchises assessed by the state board, we have estimated the value of such real property at the sums which we have decided to be the full value thereof.