

Village of Lima Board Meeting Minutes
December 10th, 2024

Present: John Skiptunas, Mayor; Brian Smith, Deputy Mayor; Trustees Melinda Fleming, Carolyn Fleming and Ben Dodzweit.

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Dick Garey, Fire Chief; Meg Rose, Ambulance Chief; Dominic Muscato, Ambulance Asst. Captain; several residents.

Absent: Larry Teta, WWTP Operator.

The meeting of the Village of Lima was called to order Mayor Skiptunas at 7:00pm Tuesday, December 10th, 2024, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance.

Motion

A motion was made by Trustee Dodzweit and seconded by Trustee M. Fleming to approve the meeting minutes from November 12th, 2024. Motion passed unanimously.

Department Reports

Fire Department – Dick Garey, Fire Chief

Chief Garey discussed the November Fire Report. Timothy Lansberry has applied for membership and has been approved by Chief Garey and the fire department board.

Motion

Motion was made by and seconded by to approve Timothy Lansberry as a member of the Lima Volunteer Fire Department. Motion carried.

Ambulance – Meg Rose, Ambulance Chief

Chief Rose discussed the November Ambulance report. Resident Bonnie Wadach asked what the Village board is doing to help Chief Rose obtain paid staff. Mayor Skiptunas explained budget constraints and that Village taxpayers would see approximately a minimum of 20% increase in Village taxes just to cover expenses of a paid part time staff. In order to fund paid staff, this would be something that has to be done in conjunction with the Town of Lima to cover expenses. Chief Rose did discuss other avenues they are exploring, such as upgrading the ambulances to be able to provide Advanced Life Support (ALS) as right now they are set up as just Basic Life Support (BLS). This would be a significant upfront cost, but it would also open up other avenues of revenue and alleviate costs to Livingston County EMS when ALS is necessary. The board discussed ways to inform the public of the dire need at the ambulance and holding a public meeting to discuss further and inform residents of the costs to have paid staff.

WWTP – Larry Teta (Absent)

See report provided by Mr. Teta.

Code Enforcement Officer (CEO) – Charlie Floeser

See report provided by CEO Floeser.

DPW – Ben Luft

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Leaf collection is finished for the season. All leaves must be in biodegradable bags in order to be collected. Winter parking is also in effect. Reminder, there is no parking on the streets during the winter months so the crew can complete the snow removal process.

The new F250 and F550 have been delivered and are both now in service. The old pickup was sold at auction for a little over \$16k and will be deposited back into the Highway Reserves.

There was a water main leak on East Main St near Bears on Friday night. The leak started around 10pm and the crew finished with the repair around 4am. Everything went well considering it was at night.

Clerk Report – Elissa Sackett

Sometime in January we should be receiving the tentative budget schedule. Once received it will be distributed to all for review. Clerk Sackett inquired on the status of the Zoning Code Maps for the Pro-Housing Communities. Mayor Skiptunas will work with Trustee Dodzweit and members of Livingston County Development Corporation to complete the necessary spreadsheets.

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

- Ambulance Fund: \$7980.36
- General Fund: \$99069.73
- Sewer Fund: \$96016.36
- Water Fund: \$58778.68
- Capital Fiber: \$15966.21
- Grand Total: \$277811.34

Motion

Motion was made by and seconded by to approve payment to invoices as listed above. Motion passed unanimously.

Guests

Steve Werner presented a check to the Village in the amount of \$10k for electrical upgrades at the Park. These funds were proceeds from the 2024 Pumpkin Festival. Mr. Werner will work with the

John Wadach presented two resolutions for the board to consider. These resolutions are required for the Village to obtain the Climate Smart Community status and be eligible for potential grant funds. See attached resolutions.

Jeanne Beutner asked if there was an update on the Town of Lima water project. Mayor Skiptunas stated him, along with Deputy Mayor Smith, Attorney Lenahan and Mr. Luft are scheduled to meet with Town representatives and Livingston County Water and Sewer Authority on December 20th to discuss the proposed water project and how it will affect the Village. Mayor Skiptunas stated after that meeting the board will have a better idea of how the project could potentially help Village residents.

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Old Business

Fiber Optic Update – Clerk Sackett met with representatives from Empire Access. Prior to the meeting she received notification that the splicing is completed, and the lines are now active. Residents can start scheduling installation with Empire. The only remaining item is the third pole application. Clerk Sackett has been trying to work with Empire for two months regarding the budget, however Empire is still not finished with their forecast. Currently, there is a little over \$109k left in the budget for this project. The project must also be completed within the next couple months to ensure the Village will receive the funds from NBRC in time to pay off the bond anticipation note.

Chapter 86 (Firearms and Hunting) Proposed Code Revisions – Attorney Lenahan distributed the proposed code changes to the board for review. Changes approved; public hearing will be scheduled for January 14th board meeting.

Updated Permit Fees – The Village board voted to adopt proposed building permit fees for 2025. See attached resolution.

New Business

Resource Officer Proposal – Mayor Skiptunas said the Town of Lima has approached him about the Village splitting costs of the School Resource Officer (SRO) at the Lima Primary School. Currently the cost of the Resource Officer is split between the Town, HFLCSD, and Lima Christian School. Board discussed and agreed that there are other places where funds need to be allocated first before paying for an SRO.

2025 Inter-Municipal Agreement Livingston County Shared Services for Tools, Machinery and Equipment – See attached resolution.

2025 Inter-Municipal Agreement 2025 HFL Summer Recreation Program – The 2025 Intermunicipal Cooperative Agreement Regarding Community Summer Recreation with Honeoye Falls-Lima Central School was presented for Mayor Skiptunas to sign.

Motion

Motion was made by and seconded by to authorize Mayor Skiptunas to sign the 2025 Intermunicipal Cooperative Agreement Regarding Community Summer Recreation. Motion carried.

Round Table

Deputy Mayor Smith recommended nominating Marcye Bears as a person of the year for all her contributions to Lima this past year. Bears donated approximately \$28k in services for the new playground, and they were also the Crossroads Festival Sponsor.

Mayor Skiptunas stated he would like to move forward with the proposal from GoGOV for the creation of a citizens notification program. He would like this to be in conjunction with the Town of Lima but stated that regardless if they are interested or not, we should proceed.

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Respectfully Submitted,

A handwritten signature in cursive script that reads "Elissa Sackett".

Elissa Sackett
Village Clerk/Treasurer
Village of Lima

***All documents listed in the minutes are available to review at the Village office during regular business hours.**

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Village of Lima
Resolution to Adopt the Climate Smart Educational Plan
December 10, 2024

WHEREAS, The Village of Lima the passed a resolution to create the Lima Climate Smart Community Task Force on September 10, 2024; and

WHEREAS, The Village of Lima Climate Smart Task Force has created an Educational Plan dated 12/10/2024 for educating residents about ways to reduce pollution, save money, and be prepared for severe weather events; and

WHEREAS, The Village of Lima supports the goals of the Climate Smart Educational Plan listed below:

- Assist the Village of Lima to plan for and manage the impacts of climate change
- Educate the community on best practices for reducing waste
- Help residents increase energy efficiency in their homes
- Increase safety and security by planning for weather emergencies
- Decrease climate anxiety and apathy and encourage action by educating the community on effective ways to decrease greenhouse gases and other pollutants
- Help municipal workers and residents determine what actions are most cost effective
- Seek opportunities to work with neighboring towns and villages and county organizations on climate resilience
- Work to expand the use of the community garden at the Mark Tubbs Park and teach classes at the local library on composting, recycling, canning, reducing food waste, and healthy eating.

BE IT RESOLVED, that the Village of Lima adopts the Lima Climate Smart Educational Plan dated 12/10/2024 and is committed to partnering with the Lima Climate Smart Community Task Force to oversee and implement the plan along with providing the Task Force with recommendations for future educational programming.

The Village of Lima Board of Trustees, in the Village of Lima, County of Livingston, State of New York, met in regular session at the Lima Town Hall, 7329 East Main Street, in the Village of Lima, County of Livingston, State of New York, on the 10th day of December, 2024 at 7:00pm.

The preceding resolution was moved by Deputy Mayor Brian Smith seconded by Trustee Benjamin Dodzweit and duly put to vote, which resulted as follows.

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Mayor John Skiptunas	Yes
Deputy Mayor Brian Smith	Yes
Trustee Carolyn Fleming	Yes
Trustee Melinda Fleming	Yes
Trustee Benjamin Dodzweit	Yes

THE RESOLUTION WAS ADOPTED.
DATED: December 10, 2024.

I, Elissa Sackett, Clerk-Treasurer of the Village of Lima, New York, DO HEREBY CERTIFY that I have compared this copy of the Resolution as herein specified with the original included in the December 10, 2024 Official Meeting Minutes of the Village of Lima Board of Trustees, New York, and attest that they are the same.

IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of December 2024.

Elissa Sackett, Village of Lima Clerk-Treasurer

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**Village of Lima
Resolution to Adopt a Complete Streets Policy
December 10, 2024**

WHEREAS, “Complete Streets” are comprehensive, integrated roads that provide for safe and convenient travel along and across the street network by all users: walkers, bicyclists, drivers of various types of vehicles and riders of public transportation, of all ages and abilities, and persons with disabilities,

WHEREAS, The Village of Lima has recently installed over 6,000 linear feet of new ADA Compliant sidewalks on Michigan Avenue, Dalton Road, College Street, and Elm Street,

WHEREAS, The Village of Lima is in the process of completing a critical sidewalk connection on Meadow View Drive and will extend sidewalks on other streets as funds become available,

WHEREAS, The Village of Lima actively maintains the existing sidewalk network by performing repairs and snow removal to provide safe walking surfaces all year round,

WHEREAS, Crosswalks in the Village of Lima are ADA compliant with access ramps, road markings, and crosswalk signs,

WHEREAS, The Village of Lima has planted 45 street trees on West Main Street to calm traffic and provide an aesthetically pleasing buffer between motorists and pedestrians using the sidewalk,

WHEREAS, The Village of Lima maintains a Park & Ride parking lot at the Lima Presbyterian Church for users of the Rochester Transit System,

NOW, THEREFORE, BE IT RESOLVED, that the Village of Lima here forth adopts a Complete Streets Policy that will enable safe travel by all users, including pedestrians, bicyclists, public transportation riders and drivers, and people of all ages and abilities;

BE IT FURTHER RESOLVED, that the intent of the Village of Lima’s Complete Streets Policy is to recognize pedestrians, bicyclists, transit riders and people with disabilities on the same level as motorists in the planning and design of street reconstruction and upgrades;

BE IT FURTHER RESOLVED, that the Village of Lima considers each transportation plan and project as an opportunity to explore the potential to improve safety, access and mobility for all travelers and to position bicycling, walking and transit as integral elements of the local transportation system;

BE IT FURTHER RESOLVED, that the Village of Lima’s Complete Streets Policy will be implemented and amended as needed by the Village of Lima Board of Trustees and they will coordinate their activities with the Village of Lima DPW Superintendent, the Joint Town & Village of Lima Planning Board, the NYS DOT, and local non-profits and civic organizations.

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Actions that the Village of Lima Board of Trustees may engage in may include but is not limited to:

- Inventory and evaluate how well the streets and transportation network of the Village of Lima are serving each category of users;
- Create training opportunities, including for transportation officials;
- Work with the Joint Town & Village of Lima Planning Board to include Complete Street policy recommendations in the next revision of the Lima Comprehensive Plan;
- Identify desired projects and redesigns and options for achieving a quality community and street environment, including improved accessibility;
- Implement and evaluate policies and priorities;
- Assess opportunities to integrate, accommodate, and balance the needs of all users in street projects and address potential obstacles to implementing Complete Streets practices in the Village of Lima.

The Village of Lima Board of Trustees, in the Village of Lima, County of Livingston, State of New York, met in regular session at the Lima Town Hall, 7329 East Main Street, in the Village of Lima, County of Livingston, State of New York, on the 10th day of December, 2024 at 7:00pm.

The preceding resolution was moved by Deputy Mayor Brian Smith seconded by Trustee Melinda Fleming, and duly put to vote, which resulted as follows.

Mayor John Skiptunas	Yes
Deputy Mayor Brian Smith	Yes
Trustee Carolyn Fleming	Yes
Trustee Melinda Fleming	Yes
Trustee Benjamin Dodzweit	Yes

THE RESOLUTION WAS ADOPTED.
DATED: December 10, 2024.

I, Elissa Sackett, Clerk-Treasurer of the Village of Lima, New York, DO HEREBY CERTIFY that I have compared this copy of the Resolution as herein specified with the original included in the December 10, 2024 Official Meeting Minutes of the Village of Lima Board of Trustees, New York, and attest that they are the same.

IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of December 2024.

Elissa Sackett, Village of Lima Clerk-Treasurer

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RESOLUTION OF THE VILLAGE OF LIMA BOARD OF TRUSTEES

*Made and passed at the Board of Trustees Meeting
held on the evening of Tuesday, December 10, 2024*

A RESOLUTION AMENDING THE VILLAGE FEE SCHEDULE FOR PERMITS

WHEREAS, the Board of Trustees of the Village of Lima has determined that the current fee schedule for various permits issued by the Village requires updating to reflect increased administrative costs and to maintain consistency with neighboring municipalities; and

WHEREAS, pursuant to Village Law §4-412, the Board of Trustees has the authority to establish and modify fees for permits and licenses; and

WHEREAS, the Village Code allows the Board of Trustees to amend the fee schedule from time to time by resolution;

WHEREAS, the Board of Trustees finds that such fee increases are necessary and appropriate to cover the Village's costs in processing and administering such permits;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Lima, New York, that the fee schedule shall be amended as set forth in the attached **Exhibit “A,”** and that said fee schedule shall remain in effect until further action from this Board; and

BE IT FURTHER RESOLVED that the fee schedule shall be kept by the Village Clerk and the Village Code Enforcement Officer and shall be effective immediately upon the passage of this resolution.

Adopted by the Board of Trustees of the Village of Lima at a regular meeting held on December 10, 2024. **PASSED AND ADOPTED** by the Village Board of Trustees upon a motion by Trustee _____, seconded by _____, on an unanimous roll call vote.

Dated: December 10, 2024
Lima, New York

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RESOLUTION

Village Board of Trustees
Village of Lima
County of Livingston

At a regular meeting of the Village Board of Trustees of the Village of Lima, held at the Lima Town Hall, 7329 East Main Street, Lima, New York on the 10th day of December 2024.

WHEREAS, the Village of Lima Board of Trustees is entered into agreement with Livingston County to authorize Joint Services for Machinery, Tools, Equipment and Service Sharing Access

WHEREAS, the Village of Lima Board of Trustees has received request from Livingston County to extend services for an additional term of one (1) year to terminate on December 31st, 2023

NOW, THEREFORE, in consideration of the foregoing, it is hereby determined upon motion by, and seconded by, as follows:

RESOLVED, that the Village of Lima Board of Trustees agrees to extend the Joint Services Agreement for Machinery, Tools, Equipment and Services Sharing Access with Livingston County for an additional year, expiring December 31st, 2025.

Vote of the Board of Trustees:

John Skiptunas, Mayor	-	Aye
Brian Smith, Deputy Mayor	-	Aye
Melinda Fleming, Trustee	-	Aye
Carolyn Fleming, Trustee	-	Aye
Benjamin Dodzweit, Trustee	-	Aye

BY ORDER OF THE VILLAGE BOARD OF
TRUSTEES OF THE VILLAGE OF LIMA

ELISSA SACKETT
CLERK/TREASURER