

## **Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

**Present:** John Skiptunas, Mayor (excused at 8:07pm); John Wadach Deputy Mayor; Trustees Joshua Petraitis, Brian Smith and Carolyn Fleming.

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk (excused at 8:15pm); Jane Radomski, Deputy Clerk; Ben Luft, DPW Supervisor; Meg Rose, Ambulance Chief; Charlie Floeser, Code Enforcement Office.

**Absent:** Steve McGrath, Fire Chief; Larry Teta, WWTP Operator

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, June 14<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 Smith to approve meeting minutes from May 24<sup>th</sup>, 2022. Motion passed unanimously.

## **Department Reports**

### **Fire Department – Steve McGrath, Fire Chief (Absent)**

Mr. Luft presented a quote the Fire Department received to paint the building. Quote from Matt Stanley Painting is for \$2960 and includes the following:

- Scrape and prime all peeling paint on block walls.
- Apply 1 coat of paint on white and red wall that has water damage (west wall).
- Apply 1 coat of paint on the rest of the bay area (white and red).

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Smith to accept the quote from Matt Stanley Painting to complete the above items. Motion passed unanimously.

### **Ambulance – Meg Rose, Ambulance Chief**

The Ambulance report was passed around for the board to review. Chief Rose discussed the report and was pleased to announce that all but 6 calls were covered by Lima. She stated coverage will be low over the summer as the individuals who usually provide daytime coverage are working at various camps this summer. She anticipates by late summer/early fall they will have more coverage. Another member just turned 18 and has expressed interest in becoming a driver, so she hopes to have him start shadowing so he can help in that area.

Chief Rose discussed the outcome of the recent elections. Results were the following:

- Meg Rose – Chief
- Mike Finucane – Captain
- Amanda Cates and Cecelia Waters – Co-Secretaries
- Barb Finucane – Treasurer

She also stated that future elections will move to the fall to coincide with the rest of the county. This was adopted in the new bylaws established by the Ambulance.

Two other areas of maintenance discussed were the lack of venting in the bathrooms at the base. The board recommended that water be flushed through the floor drains to see if it helps any, and CEO Floeser will also reach out for bids regarding installing ventilation in the bathrooms if flushing the drains does not alleviate the problem. An ambulance member has stated that they will start cleaning the base on a weekly basis. Chief Rose is working on a checklist for the new cleaner to complete, and will be requiring them to sign in/out for tracking purposes.

## **Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

### **WWTP – Larry Teta (Absent)**

The Sewer Plant report was passed around for the Board to review. As of May 31<sup>st</sup>, the wastewater treatment plant was again in 100% compliance with NYSDEC regulations. Mr. Teta's report gave various updates regarding the capital improvements at the plant.

### **Code Enforcement Officer (CEO) – Charlie Floeser**

CEO Floeser's report was passed around for the board to review. Mr. Floeser gave a brief overview of his report, discussing the various permits that have been issued. He stated that he has sent letters to multiple residents regarding not having their house numbers on their homes. He has yet to hear back from anyone, but will be following up.

CEO Floeser also discussed two concerns that were brought to his attention. He discussed the placement of the dumpster's outside of Johnny B's. He discussed with John Belec that the dumpsters need to be moved so they are on his property. Mr. Belec discussed his concerns with the dumpsters being placed over existing gas and sewer lines. He stated that he will move the dumpsters onto his property and will sweep the debris up from the Village lot if necessary. He then discussed a home on Ziegler Drive where the grass is overgrown causing issues. He was finally able to get in touch with the homeowner, who stated his mower is broken which is why he hasn't been able to mow the lawn. CEO Floeser will follow up regarding the property being taken care of.

### **DPW – Ben Luft**

Mr. Luft started by giving an update on the water project. The project is almost completed. The vault needs to have pressure testing completed and trees need to be planted by the subcontractor. The trees are still currently unavailable, but as soon as they are, the planting will begin. Mr. Luft does have a final punch list written up that includes miscellaneous items left to be completed such as hydrants, brick, etc.

Mr. Luft reached out to Van Bortel Ford twice so far to check if the Ford F-150 Lightning electric truck is on the state bid sheet, but he has not heard back from the Government Fleet rep. He has requested the specs of the pick up to ensure the truck would fit the Village needs. If the truck is able to be ordered and fits Village needs, an EV Charging Station will need to be installed at the shop. Grant funds would be able to be used to do this as well. He has also reached out to obtain numbers for the new sidewalk tractor off the NYS bid. He anticipates that he will have the sidewalk tractor cost estimate by next meeting.

The paving project for this summer will include the top of Genesee St, and College St from Genesee to Elm. Villager will mill the road for \$4750, which is the Ontario County bid price. He estimates the project will be 550 tons of type 6 top. Mr. Luft presented two options for hauling/putting down the top:

- Spallina - \$48015 to haul and put down the blacktop, plus the \$4750 for milling = \$52,765
- Villager/Town deliver type 6 top from Hanson - \$43219 materials, \$6980 for Villager to install, \$4750 milling = \$54,949

Mr. Luft explained that although the second option in theory is more expensive by \$2184, these numbers do not take into consideration the fact that Spallina is over half hour away in Mt. Morris, while Hanson is a 5-minute drive. We would also have to pay for an additional driver by using Spallina, and there is no guarantee that it would all be completed in one day. He also said that the cost of diesel has to be taken into consideration as well. Mr. Luft recommended to go with option two; using Villager, Hanson and the Town to complete the project.

## **Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to utilize Villager, Hanson and the Town of Lima for the paving on Genesee St, and College St from Genesee to Elm. Motion passed unanimously.

Discussions were held regarding water and sewer billing for the Baptist School. Most of the parcel is within the Village limits, however the school is part of District 2 in the Town. Attempts were made to make billing easier by putting the entire property on the Village water billing system so the school would have only one bill for water and sewer, however due to the school being part of District 2 it is not able to be done. Mr. Luft explained that the Village will need to make an agreement with Livingston County Water Sewer Authority (LCWSA) regarding billing. What he suggested is that the Village will continue to bill the church monthly as it had been, but the school will be billed quarterly by the County for water and sewer using the Village rates. Once the school pays LCWSA, the Authority will send payment to the Village for the sewer usage. The Village will still receive money for the sewer, it will just be additional paperwork that needs to be completed. Mr. Luft will work with Attorney Lenahan and Jason Molino from LCWSA on an agreement for payment.

### ***Motion***

Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to authorize Mr. Luft and Attorney Lenahan to draft an agreement between LCWSA and Lima Christian School regarding sewer billing for the parcel. Motion passed unanimously.

Mr. Luft stated there was only one individual who expressed interest in the Seasonal Labor position. He anticipates meeting with the individual sometime this week. Mr. Teta has met with the individual previously and recommended him as well.

### ***Motion***

Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to authorize Mr. Luft to interview and hire the perspective candidate for a seasonal laborer position. Motion passed unanimously.

Lastly, Mr. Luft asked that Village representatives please send letters again to our local politicians regarding the status of the SAM grant that the Village has still not received. Deputy Mayor Wadach thanked Mr. Luft for the help with the community garden at the park, as well as painting all the light poles on Eastwood Drive.

### **Clerk Report – Elissa Sackett**

Clerk Sackett stated that the office has started collecting tax payments for the 2022-2023 fiscal year. She is working on closing out the 2021-2022 records and the goal is to have Donegan's office out by the second week of July to complete the AUD.

Clerk Sackett passed around several sections of the E-Code360 project that still need to be reviewed. Clerk Sackett and Attorney Lenahan have completed most sections of the code. Once these final sections have been reviewed, a draft will be sent to the entire board to review/make changes before finalizing with General Code. This project should be completed within the next couple months.

Clerk Sackett received back from Jackie Shaffer the cost of the portable equipment policy for the fire department with a \$2500 deductible. The cost would only be reduced to \$975 going to a \$2500 deductible; the previous quote was \$1084 for a \$500 deductible. She also explained that the reason the fire department equipment was quoted separately, is if it is under one general policy, this would include not only the fire department equipment, but also all the DPW equipment, and that policy had a coverage of \$260k.

## Village of Lima Board Meeting

June 14<sup>th</sup>, 2022

### *Motion*

Motion was made by Trustee Smith and seconded by Trustee Fleming to accept the original quote from Eastern Shore to obtain a portable equipment insurance policy for the fire department with a \$500 deductible for \$1084. Motion passed unanimously.

Clerk Sackett gave updates regarding various open projects. She stated that she had finally touched base with Paula Samson from NYS DOT regarding the status of payment for the sidewalk project. Ms. Samson is reaching out to the main office to see what the delay is and should be in touch asap. She also stated the Street Light project will be approximately 1-2 months for reconciliation and then the project will be closed out. The Village will not be under the maintenance contract until the project has been closed out, therefore if there is an issue the contractors who installed the system will need to take care of issues. Finally, she discussed accounting for the Fiber Optic project. She stated that the Estoppel will expire on June 26<sup>th</sup>, and requested authorization to open a Capital Fund project for the Fiber project.

### *Motion*

Motion was made by Deputy Mayor Wadach and seconded by Trustee Petraitis to authorize Clerk Sackett to open a new Capital Project account at Five Star Bank for the Fiber Project. Motion passed unanimously.

Lastly, several invoices were available to the board for review/approval. Payments were the following:

- Ambulance Fund: \$3548.82
- General Fund: \$29540.30
- Sewer Fund: \$21322.50
- Water Fund: \$20113.70
- Capital Water: \$151278.42
- Capital Sewer: \$249283.33
- Grand Total: \$475087.07

Deputy Mayor Wadach noted that the Verizon bill for the Fire Department still lists the former Chief's name on it, as well as all 5 of the iPad's had no usage for the past billing cycle. Mayor Skiptunas plans to discuss this with Chief McGrath.

### *Motion*

Motion was made by Trustee Fleming and seconded by Trustee Petraitis to authorize payment for said invoices. Motion passed unanimously.

## **Old Business**

**Civil War Reenactment** – Trustee Smith discussed the upcoming Civil War Reenactment at Mark Tubbs Park June 24<sup>th</sup> – June 26<sup>th</sup>. See attached resolution.

Fiber Optic Project, RFP Review – Deputy Mayor Wadach completed and emailed the Request for Proposal (RFP) for the engineering and design to the board for review regarding the Fiber Optic Network project. Anticipated timeline is the following for the project:

- Date of RFP Issue: 6/16/22
- Deadline for Receipt of Proposals: 7/21/22 by 3pm
- Interviews with Finalist Proposers: Prior to 8/5/22
- Board award decision: 8/9/22
- Execution of contract: 8/19/22
- Construction begins: 9/19/22

Deputy Mayor Wadach asked if this needed to be printed in the Sentinel, to which Attorney Lenahan stated it would need to be. He will obtain wording and send to Deputy Mayor Wadach to complete a legal notice for the paper. Deputy Mayor Wadach also stated the RFP will be posted on the NY Contract Reporter, as well as on the Village Website for area engineering firms to review. Deputy Mayor Wadach

## **Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

also noted that the Engineering firm will need to be different than the entity completing construction as required by NBRC.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to accept the RFP as written and move forward with publishing the RFP. Motion passed unanimously.

### **New Business**

**ADU Presentation** – The board discussed the Accessory Dwelling Unit (ADU) presentation provided by Wayne Childs. The board discussed how this is addressed in the current Village code, and if there are residents who have already started doing this without following the code. The board agreed that this will be discussed in the future.

### **Roundtable Discussion**

Trustee Petraitis discussed the following:

- Dog Park
  - Met with Cathy Gardner and Ben Luft regarding fence. Fence has been measured/ordered and should be installed before end of Summer.
  - Still discussing rules and entrance into the park.
- Updates completed to Master Plan for Park. Meeting Monday to approve.

Trustee Smith discussed the following:

- Crossroads Festival will be first full weekend in August. Discussed using the Village and Town parking lots for the festival.

Trustee Fleming discussed the following:

- Attended elections at the Ambulance. Everything went very smoothly. Praised Chief Rose for all she has done for the Ambulance.

Deputy Clerk Radomski discussed the following:

- Requested to please be included in email chains.

Attorney Lenahan discussed the following:

- Sign code is drafted; will have at next meeting.
- Airbnb Code – Where do we move forward from here?
  - Deputy Mayor Wadach would like to see penalties for operating without a permit.
  - Discussed limitations to Airbnb's in residential neighborhoods and concerns such as parking, fire code, occupancy.
  - Attorney Lenahan will review and bring back to the board.

Deputy Mayor Wadach discussed the following:

- Discussed budgeting/constructing sidewalks in various areas around the Village.
  - Can project be hired out rather than crew completing due to terrain concerns?
- Village will be receiving approximately \$35k for trees from Joule Assets. Working with Andy Britton on this and will need to create another RFP for the trees.
- Discussed sewer rates – doesn't need extensive analysis, small incremental increase may suffice.
- of the parking lot at the park is not appealing. Maybe some vegetation will help with the beautification. Suggestions of planters or lower profile plants.
- Garden club interested in adding additional gardens around the Village.

**Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

Motion was made by Trustee Petraitis and seconded by Trustee Smith to adjourn meeting at 9:15pm.  
Motion passed unanimously.

**Village of Lima Board Meeting**

June 14<sup>th</sup>, 2022

**RESOLUTION OF THE VILLAGE OF LIMA BOARD OF TRUSTEES**

*Made and passed at the regularly scheduled Board of Trustees Meeting  
held on the evening of Tuesday, June 14, 2022*

**RESOLUTION RELATING TO THE CIVIL WAR REENACTMENT TO BE HELD AT  
MARK TUBBS PARK ON JUNE 24 THROUGH JUNE 26**

**WHEREAS**, the Village of Lima is a municipal corporation located in Lima, Livingston County, New York (“**Village**”); and

**WHEREAS**, the Village has invited Civil War reenactors to perform a Civil War reenactment in Mark Tubbs Park on June 24<sup>th</sup> through June 26<sup>th</sup>;

**WHEREAS**, the Village recognizes the rare historical, cultural, and educational opportunity of hosting such a reenactment; and

**WHEREAS**, in light of the historical, cultural, and educational value of such a reenactment, and the overall value to the Village and its residents, the Village is desirous of temporarily suspending certain rules and regulations of Mark Tubbs Park so as to allow the reenactment to take place within the most accurate historical context; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Village of Lima, Livingston County, New York, agrees to temporarily suspend, and not to enforce, certain rules and regulations of Mark Tubbs Park, as codified in Chapter 116 of the Village Code, so as to allow for all activities relating/necessary to the Civil War Reenactment, including but not limited to the allowance of overnight camping and the discharge of historically-relevant firearms (utilizing “blank,” or non-live ammunition in all events), from sun-up on June 24 through sunset on June 26. In no event shall “live” or active ammunition or firearms be fired under any circumstances.

To the extent that a permit is required for any such activity, this Resolution, signed by the Village Clerk, shall serve as such permit.

The Village, through its Mayor, Board of Trustees, and/or Code Enforcement Officer, shall at all times retain the right to restrict any activities of the reenactment or its participants or its scope in the interest of public safety. Nothing in this resolution relieves participants in their obligation to follow state and federal law and regulations at all times.

*On a motion by Trustee Smith, seconded by Trustee DeSantis, the resolution was adopted on a unanimous roll call vote.*

Dated: June 14, 2022  
Lima, New York