

Village of Lima Board Meeting

November 28th, 2023

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

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Meg Rose, Ambulance Chief; Residents Jeanne Beutner and Steve Werner.

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, November 28th, 2023, at Lima Town Hall, 7329 E. Main St.

Motion

Motion was made by Brian Smith and seconded by Joshua Petraitis to approve the meeting minutes from November 14th, 2023. Motion passed unanimously.

Guest

Jeanne Beutner – Ms. Beutner was present to discuss the proposed sidewalk addition on Meadow View Drive. She explained that as a resident of Rainbow Lane she actively utilizes the sidewalks at least twice a day and that she would like to see the connection to Meadowview be completed. She discussed safety concerns with there not being any sidewalk and indicated that since the sidewalk had been installed on Michigan Avenue there has been an increase in foot traffic. She also indicated that the lighting is very poor in one area and stated an additional pole light should be considered to bring more lighting to the corner of Michigan and Rainbow Lane. The board thanked her for her concern. More discussion on the Meadow View construction was held later in the board meeting.

Ambulance Chief Meg Rose

Chief Rose presented 2 new applications for membership for the Lima Ambulance. Applicants are Tyler Ramirez and Cassandra Lentz. Both individuals have applied for driver positions and have been approved by Chief Rose.

Motion

Motion was made by Trustee Fleming and seconded by Trustee Petraitis to approve Tyler Ramirez and Cassandra Lentz as new members of the Lima Volunteer Ambulance. Motion passed unanimously.

Narcan Box Placement in Village – The Lima Volunteer Ambulance has been approved by NYS for the Narcan Program. Through the program, the ambulance will initially receive 100 boxes of Narcan, along with a discreet box to be placed in the Village for individuals to obtain should they need it. Chief Rose requested the board think of locations in the Village to place the box. The board will look at the pocket parks, the library, and the local pharmacy as possible locations. More will be discussed at the December 12th board meeting.

HFMVA Loaner Ambulance – A letter was drafted for Mayor Skiptunas to sign requesting use of an ambulance from Honeoye Falls-Mendon Volunteer Ambulance while the Lima Ambulance is out of service (remount). The letter states Lima Ambulance will only use the loaner ambulance as a secondary rig, will stock with their own supplies, pay mileage, and return with a full tank of fuel.

DPW Report – Ben Luft

Village of Lima Board Meeting

November 28th, 2023

Mr. Luft discussed leaf pick up being completed for the season. He stated he will need to start looking for a new tractor to pull the leaf machine. The current tractors are old (1989 and 1992) and neither do everything he needs it to. He is looking to purchase a used tractor for between \$40k - \$50k. The board asked if the tractor could be used for more than just leaf collection. Mr. Luft said it is a possibility, but the more it is used, the more wear the tractor will have, and it will cost more for attachments. He is in the early planning stages and will have quotes closer to when he is thinking about purchasing.

Winter is right around the corner. Christmas lights have been installed in the downtown district. There are a few lights that need to be replaced in the next couple days, so everything is working. He reminded the board that there is no on street parking during the winter, so plows are able to go down all streets. Notice will be posted in the December water bills.

Sewer camera work has been completed. There are a few issues where joints need to be fixed and repaired. Mr. Luft anticipates more will be in the report provided by MRB. The GIS program has also been started. MRB is working on pulling information for the base program.

Mr. Luft lastly discussed some personnel items. Dave Kirkwood has passed his Grade 1 sewer license. He requested Mr. Kirkwood's \$1 raise be active for the next payroll period. The board approved the raise. Mr. Luft also passed around a posting from the City of Rochester to see what other governments are offering for wages/benefits for new employees.

Clerk Report – Elissa Sackett

Clerk Sackett presented the 2024 Intermunicipal Agreement with Livingston County Highway for equipment, machinery, tools, and shared services. This is a 1-year extension to the current contract. Mayor Skiptunas signed the contract extension.

The Deputy Clerk posting is now closed, and Clerk Sackett is in the process of reviewing the resumes. There are several candidates Clerk Sackett plans to interview and then she will present her final candidate at the December 12th board meeting.

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

- Ambulance Fund: \$2393.32
- General Fund: \$15428.86
- Sewer Fund: \$3192.17
- Water Fund: \$19631.90
- Capital Water: \$0
- Capital Fiber: \$2063
- Capital Sewer: \$0
- Grand Total: \$42709.25

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to authorize payment for the invoices. Motion passed unanimously.

Village of Lima Board Meeting

November 28th, 2023

Lastly, Clerk Sackett reminded the board of the Association Dinner being held December 14th in Avon and the Christmas luncheon on December 19th at Fanatics. Clerk Sackett recorded the names of the board members who will be attending each function.

Old Business

Underground Fiber RFP – The Request for Proposal (RFP) has been published on the Village website, the NYS Contract Reporter, and in the Sentinel. Trustee Wadach has sent Empire Access a list of requirements and stated that a representative must attend the bid opening. He has also asked that Empire start working on the Phase 2 (make ready) bid for the project. Mayor Skiptunas will reach out to Jim Baase and ask what the status of the make ready is and confirm that all applications have been sent in and paid. Also, since bid opening is after the December 12th board meeting, it was requested Mayor Skiptunas be authorized to select a contractor for the Phase 1 construction so the contract may be approved/executed at the January 9th board meeting.

Motion

Motion was made by Trustee Wadach and seconded by Trustee Petraitis to authorize Mayor Skiptunas to select the contractor for the Phase 1 construction of the fiber project. Contractor must be the lowest responsible bidder, and input must be given by both Empire Access and Attorney Lenahan prior to selection. Motion passed unanimously.

Joule Assets Lawsuit – Attorney Lenahan has informed Joule Assets that if the Confession of Judgement is not signed and returned by December 1st, the Village would be pursuing a lawsuit. He will give an update at the December 12th board meeting.

Meadowview Drive Sidewalk Engineering Proposal from MRB – Trustee Wadach expressed his desire to move forward with the engineering proposal for the sidewalk construction on Meadow View Drive. The sidewalk construction on Meadow View is the last portion that needs to be completed to connect the entire neighborhood together. He has looked at the budget, and at this time there is adequate funding left in the streetlight fund, sidewalk fund, and in engineering fund that the Village can allocate funds towards the project. If the engineering is completed, the Village will be in a better position to possibly obtain grant funding, as only construction will need to be completed.

Motion

Motion was made by Trustee Wadach and seconded by Deputy Mayor Smith to authorize the expenditure of \$6100 to MRB Group for the engineering/design of sidewalk on Meadow View Drive to be paid out of A1440.4 (Engineering Contractual). Motion passed unanimously.

LCWSA Debt to Village of Lima – Mayor Skiptunas, Attorney Lenahan and Mr. Luft have a meeting on November 30th to discuss the water debt owed to the Village. Livingston County Water and Sewer Authority (LCWSA) has paid the Village for the water usage through April 2023, but did not pay the full ownership and maintenance part of the contract. LCWSA has failed to pay the Village for any usage since April. Update will be given at the December 12th board meeting.

New Business

Village of Lima Board Meeting

November 28th, 2023

First Impressions Grant Application – Mayor Skiptunas discussed the First Impressions Grant application he received from GrowLivCo. The Village was awarded a grant to purchase flags and concrete planters for the downtown district. He will be meeting with Louise Wadsworth to discuss the application.

Roundtable Discussion

The following information was discussed during the roundtable:

Mayor Skiptunas: Inquired about a pole light being out on East Main St. It was determined that the light is in the Town so the Town will need to contact National Grid for repair.

Deputy Mayor Smith: Town will be holding discussion about the new playground equipment at their next board meeting.

Trustee Petraitis: No comment.

Trustee Wadach: Discussed where the user fee for Empire customers should be deposited. It was agreed to allocate to the General fund and treat it like a franchise fee. He also asked about the parcel the O'Brien family has expressed interest in donating to Mark Tubbs Park. Attorney Lenahan has been in contact with the family. The family has a few requests that he will send to the board to contemplate.

Trustee Fleming: No comment.

Mr. Luft: No comment.

Attorney Lenahan: No comment.

Clerk Sackett: She requested the Short-Term Rental law be finished soon as individuals are contacting Codes requesting to start Airbnb's. She also stated she inquired about the status of the large structure (greenhouse) on West Main. CEO Floeser stated the individuals have obtained a permit for the structure and that the structure is not out of compliance with the Village code.

Motion was made by Trustee Fleming and seconded by Trustee Petraitis to adjourn the meeting at 8:57pm. Motion passed unanimously.