

## **Village of Lima Board Meeting**

January 12<sup>th</sup>, 2021

**Present:** John Wadach, Mayor; Trustees John Kattato, Joshua Petraitis, David Cabrera.

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Tim Vandevelt, Fire Chief; Mike Finucane, Ambulance Captain; Dan Marcellus, SkyPort IT; Charlie Floeser, CEO.

**Absent:** John Skiptunas, Deputy Mayor; Brian Crye, WWTP.

The meeting of the Village of Lima was called to order by Mayor Wadach at 7pm Tuesday, December 22<sup>nd</sup>, 2020 and opened with the Pledge of Allegiance.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Kattato to approve meeting minutes from December 22<sup>nd</sup>, 2020. Motion passed unanimously.

### **Department Reports**

#### **Fire Chief – Tim Vandevelt**

Mr. Vandevelt explained that due to the increase in Covid numbers there have been no trainings; only emergency calls are being responded to. Mr. Vandevelt stated that he had a follow up with the ISO representative who explained the current Fire department ratings. Mr. Vandevelt explained that the Village went from a low 4 range, to a high 4 range. Many things played into this rating, such as active membership being down 50%. Mayor Wadach asked if Covid had anything to do with the decrease in active members, and Trustee Kattato asked how these numbers compare to East Avon. Mr. Vandevelt explained that although Covid may have some impact in the decrease in numbers now, that there are other factors and the decline in active members is over a 6-year spread (the last time an audit was completed). He explained that the total number of volunteers has remained the same over the years, it is the active membership that has declined and stated that many factors play into it such as family circumstances changing.

Mayor Wadach stated that he would like Trustee Kattato to meet with Chief Vandevelt to discuss the 2021-22 Fire Department Budget. He also said that Supervisor Falk has asked to be included as well. Trustee Kattato said he would get in touch with the Chief to see what works best for timing between the 3 of them.

Chief Vandevelt lastly asked about setting up reoccurring payments for Verizon and Time Warner as the time when we pay bills overlaps with the due dates. Mayor Wadach stated that bills are being paid twice a month now, so Mr. Vandevelt can scan the invoices over to Clerk Sackett so she can present for payment. Clerk Sackett told Chief Vandevelt that as long as the invoice is received by noon the day of the Board meeting, it will be processed for payment.

#### **Sewer Report – Brian Crye (Absent)**

The Sewer report was passed out to all Board members which stated that the Sewer plant was again in 100% compliance for the month of December. Mayor Wadach asked Mr. Luft if there was an update on the methane flaring unit. Mr. Luft explained that after further discussions, the methane unit is on an auto setting, but when it emits it is more of a haze which is why the unit does not produce a flare. It is still working and there is nothing further that needs to be done with it.

#### **Ambulance Report – Mike Finucane**

The report for the Ambulance was passed around with the statistics for December. It was mentioned that the detail to the report is greatly appreciated. Captain Finucane explained that training has slowed down with the current Covid cases. Currently there are 3 EMT's in training that are waiting to take their written test; 1 should be taking their test online very soon. Mayor Wadach asked if the bunk room was currently

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being used to which Captain Finucane responded yes. They are still waiting on the ping-pong table to be delivered as well as waiting on the plumbing to be completed for the washer/dryer unit. Deputy Mayor Skiptunas had to reschedule his meeting with Miller Plumbing regarding getting a cost estimate to install the lines to be able to run a washer. CEO Floeser said that he would be willing to take a look and possibly complete the plumbing at the Ambulance to help save costs. Mayor Wadach asked for CEO Floeser to reach out to Deputy Mayor Skiptunas to set up a time to meet and discuss the plumbing.

Captain Finucane stated that the Volunteers have started to receive their Covid vaccine shots. He also said that Meg Rose has been approved to administer shots once available. Mayor Wadach asked if she was going to be able to administer them only to Ambulance members, or if she was going to be able to administer to the public to which Captain Finucane responded he was not sure at this time.

At prior meeting it was discussed that the Ambulance would start to charge for non-transport calls as other municipalities currently do. Captain Finucane stated that in order to make that happen a Village Official or Clerk would need to initiate it. Clerk Sackett said she would contact Medex regarding having paperwork sent to start the process.

Mayor Wadach informed Captain Finucane that the Town did agree to sign a modified Ambulance contract. He also stated that the Town requested to move Livingston County to second in the call order and move Honeoye Falls to third. Captain Finucane said he was unsure if that could happen due to a memorandum that Honeoye Falls has had in place for years stating that they would be second call. Mayor Wadach asked if the Town currently receives a copy of the Ambulance report and if not, would Clerk Sackett please forward it on when she receives it. Trustee Cabrera also asked if there could be an end of year report generated to give the overall numbers regarding calls responded to, transports, etc.

### **CEO Report**

CEO report for December was handed out to the board. CEO Floeser said the bakery, Vanilla Lane, is scheduled to open before February 1<sup>st</sup>. There is another shop that will be opening at 7307 East Main St. The individual is a seamstress and will have various gifts/embroidery in the shop. CEO Floeser said that he is coming up on annual fire inspections and he has 23 that will be completed in the Village.

Mayor Wadach asked if there was an update to the property at 7375 East Main St. CEO Floeser said that he had sent the individuals a letter and that the individual living in the property is now staying with family on College St. Mayor Wadach asked Attorney Lenahan if the Village needs to do anything regarding the property. Attorney Lenahan stated that the Village does not need to do anything unless someone tries to occupy the property again.

### **DPW Report**

Mr. Luft said that he had received the CHIPS money back from NYS which ended up being around \$53k. Mr. Luft discussed his upcoming meeting with Chris Schmitz from Badger regarding the Trimble upgrade. He also stated that Tuesday he would be purchasing the new dump truck as the 30 days since it had been advertised would be up on Monday.

### ***Motion***

Motion was made by Trustee Cabrera and seconded by Trustee Kattato to authorize Mr. Luft to sign an agreement with Badger to purchase the new Trimble with the amount not to exceed \$25k. Motion was passed unanimously.

Mr. Luft gave an update on the Water Tower. There was additional valve work that needed to be done outside of the tower which is costing an additional \$15k. Once this work is completed then work inside the vault can resume. He also said that in the spring the tower will be hand sanded and repainted due to the imperfections on the inspection report. As long as there is no condensation on the tower, he should

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not have to take it offline again. Mr. Luft brought up the fact that the Village has not received funds from the SAM Grant which the Village was awarded in November 2018. He said that the Village needs to reach out asking about the status of these funds. Once received, this would help offset the unexpected costs of the water tower. Mayor Wadach asked Clerk Sackett to send him the information and he will send a letter asking of the status of these funds.

Lastly, Mr. Luft discussed hiring a seasonal employee due to losing one of the newly hired full time employees. The position had been advertised in the Sentinel and the last date to receive applications was Thursday. He currently only has 1 application and plans to interview him as soon as possible. The goal is to hire for the season and then see if it could lead to a permanent position.

### **Old Business**

**Skyport:** Dan Marcellus with SkyPort was there with a presentation regarding upgrading/changing phone services the Village currently has. He proposed an E-Rate scenario which would encompass several establishments (libraries, schools, Town offices) running off internet phone and using a fiber connection, as well as shared communication infrastructure between the Town and Village which could save both the Town and Village upwards of \$800. The shared infrastructure would require the Village to pay for the cost of equipment and incorporate an Ooma phone service which costs approximately \$6 per line per month. Mr. Marcellus also brought along a graph which showed the Village infrastructure currently, and the proposed with the addition of the Ambulance. Mr. Marcellus stated that in order to get a true proposal, he would need to see all the Spectrum and Frontier bills. Mayor Wadach asked Clerk Sackett to provide said bills to Mr. Marcellus.

**Water/Sewer Bills:** Mayor Wadach asked for an update on the January water/sewer billing. Clerk Sackett stated that she had already mailed all the January invoices to residents, and the mailings did include the flyers from Empire Access. Mayor Wadach proposed that since the mailings are being completed in house, that she should look into purchasing a folding machine to help with the process.

**Fiber Update:** Trustee Cabrera stated that he would add a flyer to the Village Facebook website once he received it. He said that there was no update, but Empire stated that they can generate reports whenever the Village wants. Mayor Wadach asked if Trustee Cabrera had a chance to reach out to Big Flats regarding their involvement with Empire as they also paid for the infrastructure to which Trustee Cabrera replied he had not but did plan to do so. Mayor Wadach also stated that if the Village were to pay for the fiber installation, then we would want Empire to pay a leasing fee to cover the Village's debt service payments.

**Wi-Fi Project:** Trustee Cabrera said the meeting was pushed back another week so there was not much of an update. It was found out that the Village can fold the matching part of the grant (\$40k) into debt services, resulting in the Village being able to receive up to \$100k towards the project. Trustee Cabrera said that he would be reaching out to April Contreas (NYPA) in the near future.

**Community Solar Agreement:** Mayor Wadach said he had received the Tri-Party Agreement from Joule Assets regarding the solar project. Out of all the companies that bid on the project, it was decided to go with an array in Scottsville which should be up by October of this year. Attorney Lenahan said he had looked over the contract and it looked ok.

### ***Motion***

Motion was made by Trustee Cabrera and seconded by Trustee Petraitis to authorize Mayor Wadach to sign the Tri-Party Agreement between Joule Assets, Bluebird Community Solar, LLC and the Village of Lima. Motion passed unanimously.

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**Street Lighting Closing:** Jackie Shaffer from Eastern Shore Insurance has been working on securing a Surety Bond as it is a requirement for the purchase of the street lighting. Attorney Lenahan explained that the problem we are running into is that in order to secure the bond, we need to provide the 2020 AUD which is still not complete. Another option that the Village could opt to go with is to secure a Letter of Credit. Trustee Kattato said that these are handled through financial institutions and said that if our current one (Five-Star) does not offer, then to ask if they have an intermediary bank that they deal with regarding them. Clerk Sackett was going to reach out to the Municipal representative at Five-Star Bank to find out if they provide said service.

### **New Business**

**Advanced Life Support with Honeoye Falls:** Mayor Wadach received a contract from Mayor Milne of Honeoye Falls regarding an increase in price of life support calls. Currently the Village is billed \$250 and now the price will be going to \$300. Attorney Lenahan stated that this cost increase is solely for life support calls, not for regular transport.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Cabrera to authorize Mayor Wadach to sign the Pre-Hospital Agreement between Honeoye Falls and Lima. Motion passed unanimously.

**Pocket Park at Corner of W. Main and Genesee:** Mayor Wadach asked Trustee Petraitis if he had any update regarding the project. Trustee Petraitis said that he is in the beginning phases and that he had been over with his son to look at the area.

**NY Archives (Records Management):** Mayor Wadach had a telephone conference with Consultants Alden Stevens and Barbara Warren, a husband-and-wife team that work with record management. He asked Clerk Sackett if she had taken pictures yet to send to Mr. Stevens and Ms. Warren to which she replied she had not since it was the beginning of the month. She plans to take photos and send within the next week.

**HFLYMB Contract (Youth Baseball):** Attorney Lenahan stated that he had been in contact with the head of the baseball league and that the contract will be coming out very soon. He said the contract is almost identical to last years contract, with the addition of all the Covid precautions and it does have the clause for pesticides. Mayor Wadach said he wanted to see the contract as last year there was Round Up used on the perimeter of the fields without Village of Lima authorization. Mayor Wadach said if they wish to apply pesticides, then the Village will assess their request and contract it out and bill the Little League if the Village Board approves of the application.

**Elections:** It was addressed that Elections would be coming up in March and the Board needed to approve 2 resolutions regarding them.

### **Abolishing Registration Day for March 2021 General Village Elections**

**WHEREAS** the Village will hold regular elections in the year 2021 on March 16<sup>th</sup> for the positions of:

- Village Trustee: (2) 4-year term
- Mayor: Unexpired Term

**WHEREAS** voters may register with the County Board of Elections ten (10) days prior to the Village Election to ensure eligibility,

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**IT IS HEREBY RESOLVED** that the Board of Trustees of the Village of Lima abolishes Registration Day for said election and all that follow until which time this resolution is appealed.

A motion was made by Trustee Petraitis and seconded by Trustee Kattato to approve Resolution Abolishing the Village Registration Day for the March 16<sup>th</sup>, 2021 General Village Election. The motion passed unanimously.

### **Designation of Date for March 2021 General Village Elections**

**WHEREAS** the Village will hold regular elections in the year 2021 on March 16<sup>th</sup> for the positions of:

- Village Trustee: (2) 4-year Term
- Mayor: Unexpired Term

**WHEREAS** Election Law 15-120 (8) states “In any village in which the village election is scheduled to be held on the third Tuesday of March, for any year in which the seventeenth day of March shall fall on such Tuesday, the board of trustees shall provide, by the resolution, that such election shall be held on the eighteenth day of March.”

**IT IS HEREBY RESOLVED** that the date for the village election will be Tuesday, March 16<sup>th</sup>, 2021 for said elections.

A motion was made by Trustee Kattato and seconded by Trustee Cabrera to approve Resolution Designation of Election Date for the March 16<sup>th</sup>, 2021 General Village Election. The motion was passed unanimously.

### **Roundtable Discussion**

Mayor Wadach asked Clerk Sackett if she had received any resumes for the Deputy Clerk position. She said she had around 5 resumes that she received and she will scan them to Mayor Wadach so they can coordinate a time to set up interviews. He also asked how the AUD was coming along with EFPR Solutions to which she replied that she has sent all the requested information to them and currently Bob Fox is working on it along with Shelby. She is hoping to have an update by next meeting.

Trustee Petraitis addressed crosswalk issues in the Village on Rochester Street and 15A. Traffic is heavy on both roads and people do not yield the right of way at the crosswalks. He asked about adding a crosswalk sign with the flashing lights on it, to which Mayor Wadach replied that those signs run upwards of \$20k per sign. Mayor Wadach and Mr. Luft also stated that those are state roads, so anything that needed to be done would have to be handled at the state level. Mayor Wadach suggested that Trustee Petraitis reach out to Supervisor Falk as there is a Highway Committee for the County. He also asked for him to reach out to Honeoye Falls about their signage and how they went about being able to put one up.

Trustee Cabrera asked if the Empire Access flyer could be added to the website, and asked if the link was on there as well to which Mayor Wadach replied it indeed was.

Lastly there were several invoices that were available for approval. Breakdown is the following:

- Ambulance: \$9842.56
- General: \$17039.81
- Water: \$17503.78
- Water Capital: \$7027.35
- Sewer: \$89776.72

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- Sewer Capital: \$799.00
- Grand Total: \$141989.22

***Motion***

Motion was made by Trustee Cabrera and seconded by Trustee Petraitis to pay said invoices. Motion passed unanimously.

Meeting was adjourned at 9:05 pm.