

## **Village of Lima Board Meeting**

February 8<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; Charlie Floeser, CEO; Mike Finucane, Ambulance Captain; Louise Wadsworth, Grow LivCo; Harold Falls, Lima Ambulance; Jake Button and Chris Held.

**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, February 8<sup>th</sup>, 2022 and opened with the Pledge of Allegiance.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Wadach to approve meeting minutes from January 25<sup>th</sup>, 2022. Motion passed unanimously.

### **Guest**

#### **Louise Wadsworth, Downtown Coordinator for Livingston County Development Corporation (Grow LivCo)**

Louise Wadsworth from Grow LivCo was present to discuss what the Downtown Partnership agreement entails and how the funds the Village contributes are spent. Ms. Wadsworth passed around two handouts to the board, discussing the various improvements Livingston County Development Corporation has made to the Village of Lima. She stated that over 38 renovation projects including those pertaining to signage and façade have been completed throughout the Village. Over the past 11 years, Livingston County has invested \$966,892 between the Town and Village.

Ms. Wadsworth also discussed how Grow LivCo has been very active with the mural paintings. Painting will be on the wall by Johnny B's and painting will start as soon as the building owner signs off on the design. She stated that there will be a mural celebration for the community and Mayor Skiptunas informed the board that he would be spearheading this event for Lima and discussed various ideas he had for the celebration. Ms. Wadsworth stated that the County will be able to give grants out up to \$1k to help pay for costs of the celebration.

### ***Motion***

Motion was made by Trustee Smith and seconded by Trustee Petraitis to authorize Mayor Skiptunas to accept and sign the memorandum of understanding with Livingston County Development Corporation for the Downtown Partnership. Motion passed unanimously.

### **Department Reports**

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

No report.

#### **Ambulance – Mike Finucane**

Captain Finucane was present to discuss replacing the current cascade oxygen system at the Ambulance Base. Repair men have been out and state that the current system is obsolete and parts are no longer able to be replaced on it. A Quote and manifold diagram from Jackson Welding was passed around for the board to review. Captain Finucane discussed how the system operated, and stated that when needed Jackson would swap out the oxygen tanks for full ones for a small cost as they would be leased. Jackson Welding would also inspect the oxygen tanks on a yearly basis as required by law. Mayor Skiptunas asked if they had asked what the cost would be if the Ambulance purchased the tanks, and Captain Finucane stated they had not, but he could do so. Trustee Fleming and Trustee Smith both stated that most companies that deal with oxygen tanks lease said tanks as it is easier and more cost effective (tanks

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are swapped out for a full tank). After much discussion the board agreed that the Ambulance move forward with purchasing the new system from Jackson Welding.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to authorize the Lima Ambulance to purchase a new Harris Manifold Transfill System (oxygen system) from Jackson Welding. Motion passed unanimously.

Captain Finucane gave a few updates at the Ambulance. He stated the EMT class has started at the base. He stated it is a full class and he believes that there are 3 volunteers from Lima who are enrolled. With that being said, he asked Mr. Luft if the Village Crew would be able to help shovel the walk up to the back door when the snow is high. Mr. Luft replied that the crew would complete this work. Captain Finucane said that all the Department of Labor requirements have been met. He lastly stated that Chief Rose is participating in a program at the HFL school aimed towards those students who would rather learn a trade than go to college to see if she can get more kids involved in the Lima Ambulance.

### **WWTP – Larry Teta (Absent)**

The Sewer Plant report was passed around for the Board to review. As of January 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.

### **CEO – Charlie Floeser**

CEO report was passed around to for the Board to review. CEO Floeser stated that he had sent letters to several property owners within the Village regarding the status/intentions of their vacant dwellings. He will report back accordingly when he receives information from said property owners.

Mayor Skiptunas asked about the status of the Family Dollar sign and if the Zoning Board of Appeals will be meeting again to discuss. The ZBA stated that they did not want to make a decision until the Village amends the existing code. Mayor Skiptunas and Attorney Lenahan will work on creating a new Zoning law regarding the market sign and present it to the board at a later meeting.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Smith to enter Executive Session at 7:50 pm to discuss personnel matters. Motion passed unanimously.

Executive session closed at 8pm.

### **DPW – Ben Luft**

Mr. Luft discussed the water project on 15A. He said that the contractors are hopefully going to be digging under 5&20, as well as completing the connections on Community Drive and possibly Kober Drive. Water sampling has been completed and passed from Lake Ave by Kober, all the way to the southern end so they can start services next week. He stated that he has also added an extra valve on the Southside by the Pharmacy. This way if there ever is an issue, he can use this valve to isolate the work area so residents will still have water. Mr. Luft has a meeting scheduled next week for another update on the project.

Deputy Mayor Wadach discussed issues with the sidewalk on the corner of Dalton Rd and College St. Individuals cut the corner so they are driving on the sidewalk. He asked if there is anything that could be done such as painting a line, or installing reflectors embedded in the asphalt on the corner to deter individuals from driving on the sidewalk. Mr. Luft said that he would brainstorm on what to put there, because there are the same issues on the corner of College St. and Harrison, as well as on the corner of Michigan Ave and 5&20. Deputy Mayor Wadach also asked Mr. Luft if when cleaning the municipal

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parking lot that the DPW crew try to keep the snow away from the space between the bollards that protect the EV Charging Station in the parking lot.

### **Clerk Report – Elissa Sackett**

Clerk Sackett stated that she had been in contact with Nate Durie regarding the status of the final 4 street lights that need to be converted to LEDs. He informed her that the equipment has finally been received and the intention is to have the final 4 lights replaced by the end of February. Deputy Mayor Wadach asked Clerk Sackett to please reach out to NYPA on the status of the maintenance contract, as the Village wants that in place as soon as construction/final inspection is completed.

Clerk Sackett again discussed the status of the solar array credits on the National Grid bills. She has been emailing back and forth with Matt Vanderbrook from Green Spark regarding having the new solar allocations submitted to National Grid. Per Mr. Vanderbrook, the allocations have been submitted and he is waiting to hear back on the status from National Grid. Deputy Mayor Wadach asked Clerk Sackett to send all correspondence to him regarding the process of changing these allocations so we can reach out to the Public Service Commission for further action.

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

- Ambulance Fund: \$2,241.48
- General Fund: \$154,607.40
- Sewer Fund: \$4590.03
- Water Fund: \$2,200.19
- Capital Water: \$122,666.41
- Capital Sewer: \$387,528.76
- Grand Total: \$673,834.27

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Wadach to approve payment for all invoices, with the exception of final payment to Nardoizzi Construction in the amount of \$140,052.24. This payment is contingent on all documents being submitted and final approval being received from Erdman Anthony. Motion passed unanimously.

### **Business**

**Budget Meeting with BPD** – Mayor Skiptunas, Clerk Sackett and Mr. Luft met with Jason Schwartz from Bernard Donegan’s office to start the budget process. They discussed what had been spent thus far this year, and projected the remainder of the year spending. Going through the projections, it appears that the General and Water fund are pretty close to what had been projected, but the Sewer Fund is a little below. Part of this is due to there being 73 less sewer customers in the Village than water customers. Rates will need to be looked at again for this upcoming year in regards to the sewer. Mr. Luft explained that for the most part, all spending is being done only if necessary to keep the budget as tight as possible. The next step will be to turn in budget requests to BPD for this upcoming year, and then a preliminary budget will be built off of that. It was noted to Mr. Schwartz that the Village’s goal is to keep the tax levy below the state mandated cap.

**ARPA Funds Additional Use** – Clerk Sackett attended a webinar hosted by NYCOM where they discussed additional uses allowed with the federal American Rescue Plan (ARPA) funds. She specifically asked if the Village would be able to use the ARPA money to offset their 20% match for the Sidewalk Connection Project, to which the response was “Yes”. With that being said, the board discussed using the entire amount of the ARPA money on the sidewalk project, rather than going to long term bonding as this debt directly affects Village taxes. Clerk Sackett was asked to reach out to BPD and see what would financially better regarding the sidewalk debt; to renew the bond anticipation note for a year and then pay

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off the debt when the second APRA payment was received, or apply the first portion, renew for a smaller amount, and then pay the second portion. Clerk Sackett stated she would reach out, and also reminded the board that the Village did already budget for the note debt this fiscal year, and a premium was received at closing of the note to help offset of the cost of interest accrued.

**Fiber Optic Progress** – Updates were given regarding the status of the fiber project. Deputy Mayor Wadach stated that there were two issues brought up regarding the fiber lines. First, the NEPA form submitted with the grant proposal did not list that any lines would be buried, but lines will be buried in village neighborhoods with underground electrical service. Second, a question was asked if the lines that are set to be buried on Meadowview Drive encroach on a “wetland”. is The detention area on the north side of Meadowview Drive is a manmade area for capturing stormwater and is not a wetland. This drainage ditch currently has cables buried adjacent to it. Deputy Mayor Wadach replied to Mr. Sutherland with his findings, and stated that if he did not hear back, he would contact NBRC directly.

Attorney Lenahan discussed where the Village stood with the bond anticipation note. Currently, the Village cannot proceed until the SEQR forms are completed. This is going to set the Village back at least 30-45 days from bond resolution adoption. Attorney Lenahan has reached out multiple times regarding the SEQR forms being completed and will reach out again. Clerk Sackett asked about contingencies for the bond resolution, and Deputy Mayor Wadach replied the Village should anticipate at least 20% of the project’s estimated cost.

Mayor Skiptunas stated that Supervisor Falk suggested that he submit a letter requesting that Livingston County pay for half of the Village match for the fiber grant. The project aligns with the project being completed by the county, so it is worth seeing if the county will help pay for the Village match.

**15A Water Main Town/Village** – Attorney Lenahan discussed the current situation regarding the water main on 15A. The Town is currently in the process of turning over their water districts to Livingston County Water and Sewer Authority (LCWSA), but in order to do so, they are wanting to establish ownership of the water main, as well as take ownership of the pumphouse. Handouts were given to the board regarding the potential restructuring of the water main and pumphouse. Mr. Luft expressed concerns regarding transferring ownership, and stated the Village just spent roughly \$400k on upgrades to the pumphouse. Although the Village would benefit slightly by not having to maintain the pumphouse, it is not beneficial to give away ownership without having any compensation. Attorney Lenahan stated that Jason Molino, Executive Director of LCWSA, is willing to come to a board meeting and have further discussions and answer questions that the board would have. He will reach out to coordinate a date for him to attend.

**Sanitary Sewer Infiltration Grant** – Deputy Mayor Wadach attended a meeting with Pat Nicoletta about planning grants through the DEC. These grants are up to \$36k and require a 20% local match. These grants are pretty easy to obtain, and are the first step in the process of obtaining grant funding for construction. Mayor Skiptunas stated he would be attending the NYCOM training which would also discuss the Federal Infrastructure grants.

**Green Infrastructure Grant** – Deputy Mayor Wadach transitioned into discussing the green infrastructure grant program. This grant would be applicable if the Village could show that there is an issue with storm water. Mr. Luft discussed that there isn’t anywhere for storm water to go on Dalton Road and discussed issues with other areas in the Village. If the Village could locate a place to direct the storm water, the Village could apply for the grant and it would require only a 10% local match.

**GIS System** – Deputy Mayor Wadach discussed investing in a GIS System to store location and other data for the Village infrastructure. A GIS system would permanently store all data electronically in a

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cloud based storage system. Mr. Luft said that the engineer has been marking all new data points as they go along. The Village will need to purchase the data and invest in the GIS system. Discussions were held on how to pay for the system and to look into a possible grant.

### **Roundtable Discussion**

Mayor Skiptunas stated that he would be attending the NYCOM conference this weekend in Albany and asked that the board to please send him any questions that they would like asked.

Meeting adjourned at 9:30pm.