

Village of Lima Board Meeting

December 8th, 2020

Present: John Wadach, Mayor; John Skiptunas, Deputy Mayor; Trustees John Katatto, Joshua Petraitis, David Cabrera.

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Tim Vandevelt, Fire Chief; Mike Finucane, Ambulance; Dan Marcellus, Skyport; Andy Britton, EDR; Empire Access Representatives Jim Baase, Tim Smith, Pat Phelan, Bob VanDelinder.

The meeting of the Village of Lima was called to order by Mayor Wadach at 7pm Tuesday, December 8th, 2020 and opened with the Pledge of Allegiance.

Motion

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Skiptunas to approve meeting minutes from November 10th, 2020. Motion passed unanimously.

Department Reports

Fire Chief Report – Tim Vandevelt

Chief Vandevelt stated that due to a glitch in computer he was not able to print the current Fire Department Report. He stated that he will have it for the next meeting. Chief Vandevelt discussed the most recent ISO Inspection and stated that it has improved.

Mayor Wadach discussed the most recent issues with Julia Beam. Ms. Beam had another issue with her right of way being blocked. Chief Vandevelt stated that the individuals who blocked her were from an outside fire company who were unfamiliar with the situation and before he could rectify it the Livingston County Sheriff's Department had already been dispatched. Mayor Wadach asked if there was a way that there could be something painted on her Right of Way so it is noticeable and asked about current signage. Mr. Luft stated that there were 2 "No Parking" signs out in front of the building but there were none on the back of the building. Mayor Wadach asked if Attorney Lenahan could get a copy showing exactly where Ms. Beam's Right of Way is located. Mr. Luft, Attorney Lenahan and Deputy Mayor Skiptunas will work together to find the Right of Way agreement and paint so her Right of Way is noticeable to everyone.

Sewer Plant Report – Brian Crye (Absent)

Sewer Plant report was provided for the Board and stated that the plant was in 100% compliance for the month of November. Mayor Wadach asked Mr. Luft if he had a chance to talk to Mr. Crye regarding methane flaring at the plant to which Mr. Luft responded that he had forgot but had added it to his list to discuss with him this upcoming week.

Ambulance Report – Mike Finucane

Mr. Finucane discussed the current Ambulance Report (see report) regarding calls that had been answered by the Lima Ambulance. Mayor Wadach pointed out that it was amazing the number of hours covered by the crew, especially with the small amount of active personnel.

Mr. Finucane brought forth two agreements signed by former members wishing to come back to the Ambulance. These were given to Attorney Lenahan to review.

Mr. Finucane had questions regarding the maintenance on the Ambulance building. He asked Mr. Luft if the DPW could be called for maintenance on the building. Mr. Luft explained that if it is something minor that the DPW could handle, they could certainly take a look at it first, however if something required major repairs or if it was electrical/plumbing issues that it would need to be passed along to an outside company. Mr. Finucane also addressed Clerk Sackett regarding Medex payments. He stated that the Ambulance Treasurer stated that they were behind 3 months in payments from Medex and asked if he

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could stop by to the office to discuss. Clerk Sackett stated that she would be available in the afternoon to look into these missing statements.

Deputy Mayor Skiptunas stated that he had been down to the Ambulance to see about the possibility of adding a laundry site to prevent staff from bringing soiled linens to their home to wash. He discussed that there is a closet that already has drainage and plumbing that could be easily added to this space due to where the current lines run. The next step is to reach out to a local contractor and get an estimate as to the cost to drop the lines to this area. Mr. Luft stated that if the cost would be less than \$2k, the project would not need to go out for bids. Mayor Wadach asked that Deputy Mayor Skiptunas and Mr. Finucane coordinate schedules to have a contractor come in.

CEO Report – Charlie Floeser

Mr. Floeser passed around his current report for all to view. He stated that the previously mentioned Bakery is going to be opening up in a couple weeks and the Coffee Shop is estimated to be ready to open for business in roughly 6 weeks. Mayor Wadach asked Mr. Floeser about a property on Elm St. that has a structure going up as he did not see it on a previous report. Mr. Floeser asked for the address and researched that the owner did have a permit and is erecting a 12'x16' shed.

DPW Report – Ben Luft, DPW Superintendent

Mr. Luft gave an update on the Water Tower project. The intermediate coat had been completed and the final coat was to be started on Wednesday, December 9th. Due to issues with the tarp (rips from going up and down many times) the current crew is hand rolling the paint rather than using a spray gun to paint the tower. Once the final coat is complete the vault work can be started which should take approximately 8 days to complete. When everything is finished (vault work, filling the tank, water testing) the tower should be up and running by the first week of January. Mayor Wadach inquired about inspections being completed on the tower and also asked that Pat Nicoletta (MRB Group) start looking if there are any time penalties assessed due to the delays in the project. Mr. Luft stated that Mr. Nicoletta was already aware and looking into it and that Mr. Nicoletta plans to be in attendance at the December 22nd Board meeting as he should have a resolution for the WWTP Project for the Board to vote on.

Mr. Luft discussed that he has gotten a quote from Van Bortle regarding a new dump truck. The quote came in at \$75k which isn't too far off from the last truck (\$68k). Mr. Luft stated that he would like to advertise now for the new truck up to \$85k for the truck and improvements/accessories.

Motion

Motion was made by Trustee Cabrera and seconded by Trustee Katatto to authorize Mr. Luft to purchase a new dump truck and accessories (plow and salter) up to \$85k from both the Water and Street Reserves. Motion passed unanimously.

Mayor Wadach asked Mr. Luft where we were in the process of getting a new Trimble. Mr. Luft stated that the updated quote came in under \$19K and we were just waiting on the 30-day public notice period to be up. Once we have reached the 30 days, he will have the Village get on the list to have a Trainer come out. Mr. Luft, Clerk Sackett and a representative from Edmunds will need to be available for training. Clerk Sackett will let our Edmunds representative know when the training is scheduled.

Lastly Mr. Luft discussed sending Joshua Perham, DPW employee to Sewer School in the Spring. Mr. Luft stated that this is a two-week course generally held in Buffalo and that the Village will pay for Mr. Perham to stay in a hotel for training. The training costs around \$650 plus the cost of the hotel room. Mr. Luft stated that he will put the training on the Village Credit Card to reserve the class for Mr. Perham.

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Guest Speakers

Empire Access - Jim Baase, Tim Smith, Pat Phelan, Bob VanDelinder

The above representatives were in attendance from Empire Access and gave a presentation on the possibility of bringing Fiber internet access to the Village of Lima (see presentation packet). If the Village were to assume the costs of the project, this could be set to start by the end of 2021. The cost of the project is roughly \$1.198M to complete and averages to a monthly payment of \$6500. Several options for building out were presented, and it was noted that the building process does not take long; the longest part is waiting for utility companies (National Grid). The Village will look into sending out letters to residents stating that the Village is looking to add the fiber network and see if there is enough interest. The Village will look into educating and finding ways to capture interest from residents as well as look into financing. Mayor Wadach stated that Trustee Cabrera will be the liaison for this project.

SkyPort IT – Dan Marcellus

Mr. Marcellus presented a preliminary 2021 IT Budget which addressed adding the Ambulance into the IT contract. Currently Mr. Marcellus is concerned with the lack of security with the firewall for the Ambulance and this should be the 1st priority. The cost of upgrading to secure the Ambulance is \$1700. This is only to secure the Ambulance; new proposed budget addresses the need to upgrade equipment and to put in a new server to be housed at the Ambulance. The server would be for all Village offices, not just the Ambulance. Regarding costs of new hardware/machines, Trustee Cabrera asked if the cost would be the same if the server were virtual (thin client server opposed to hardware server). Mr. Marcellus stated that it could be something to look into and that the cost initially would be increased, but it could lower the overall cost in the long run. Mr. Marcellus stated that the budget numbers would cover everything the Village is looking to do, but reiterated that the Ambulance security is a top priority and he was just waiting for the contract to be signed.

Motion

Motion was made by Deputy Mayor Skiptunas and Trustee Cabrera to approve the expenditure of \$1700 to secure the Ambulance security system on the current PC's. Motion passed unanimously.

EDR – Andy Britton

Mr. Britton, a Landscape Architect, was there to discuss the potential of creating a GIS map tied to the infrastructure of the Village. This would include various items such as trees, piping, valves, etc. It is very beneficial as if someone were to get sick, or cease employment with the Village, another individual would be able to find the necessary information. This would be a map of the Village with a spreadsheet to show where everything is located. It would also pin point all the “target” areas. The Village would have access to the program and can add/delete all their own items, and for any repair a photo could be taken and uploaded to the GIS system. Trustee Cabrera asked if in the future the Village could put this on their own server to help with costs to which Mr. Marcellus replied that it could be costly to add it to the Village server. The cost to start the project is \$2500; \$1000 for the initial startup, \$1500 for the special site, and \$600 for the Village username. The cost of the system annually is \$600. If the project were to move forward, a GIS Specialist would meet with the Village and take care of all the “freebies” and then would proceed from there. Mayor Wadach thanked Mr. Britton and stated that this would be something the Village would look at adding into during the 2021-22 budget meetings.

Old Business

Mayor Wadach stated that he had sent the revised 2021-22 Ambulance contract to the Town of Lima. Mayor Wadach pointed out that the majority of the calls that in the current month the Lima Ambulance responded to were in the Town, along with most of the mileage being for Town calls as well. Mayor Wadach asked Clerk Sackett to please find out when the Town was planning to hold their final meeting of the year and to please let the Town Clerk know that he wished to be on the agenda.

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Mayor Wadach asked if the Town of Lima had been billed yet for any of the completed water projects (5&20 Project as well as Water Tower upgrade) to which Clerk Sackett replied that she did not believe they had been billed for any project. Mayor Wadach asked Clerk Sackett to invoice the Town for the 5&20 Project as it had already been completed and stated that once the Water Tower is completed the Town will need to be billed for that as well, minus the engineering costs for antenna analysis.

Clerk Sackett discussed the current water/sewer billing issues. She stated that since this is the first read after an estimate, many bills are either drastically low, have a 0 usage, or a negative usage. She stated that after talking with Edmunds, the system does not support an estimate based on an average of several months. The estimate would either be the previous months billing (which is what we are currently doing), or it would be based on a flat rate. Mr. Luft stated that although December was to be an estimate, the DPW planned to do an actual read. Mr. Luft discussed that most of these accounts can be read via the remote reader; there are a handful (mostly businesses) that require an employee to physically read the meter. Since Clerk Sackett must input these reads into the system manually, it was discussed to possibly read all meters with the Trimble on a monthly basis, and do an estimate/actual read every other month on the larger accounts.

Mayor Wadach asked Attorney Lenahan if there was an update regarding closing on the sale of the street lights. Attorney Lenahan stated that he had received a call from Paul Gister that afternoon, but did not have a chance to give him a call back. The Village needs to get the insurance in line and Attorney Lenahan stated he would get in touch with NYMIR.

Mayor Wadach asked Clerk Sackett if there was an update regarding the reconciliation on our Accounting from EFPR Solutions. Clerk Sackett replied that the AUD is still being worked on and she has not had any further updates. Mayor Wadach asked if she could please reach out again and push EFPR to get these items completed.

New Business

Mayor Wadach discussed that the Village will not be attending the Christmas Luncheon with the Town of Lima. Due to the increase in Covid cases around the area, it is not a good idea to be in the close proximity of one another (update: Christmas Luncheon postponed until further notice).

Mayor Wadach discussed about closing the Village Offices until the 1st of the year due to the increase in Covid cases. Clerk Sackett stated that she does have a sliding glass window pane and that she can accept payments through that without letting individuals into the office. If someone needed something further, they could call or could make an appointment. Trustee Petraitis stated that he did not think it was a good idea to close the office as residents may need to contact the Clerk regarding issues. Trustee Katatto stated that Clerk Sackett should do what she feels comfortable with.

Mayor Wadach discussed that rather than sending a quarterly Newsletter to all residents, the Village should opt to add the Newsletter to the Village website or add a small statement on the water/sewer bills. There is a section for this purpose that can be utilized on all statements.

Mayor Wadach received the Intermunicipal Cooperative Agreement for the Summer Recreation Program 2021 from Kim Roberts at HFL School. The Village participates but has a maximum contribution of \$6000 towards the program.

Motion

Motion made by Trustee Petraitis and seconded by Trustee Katatto to authorize Mayor Wadach to sign the Intermunicipal Cooperative Agreement for the Summer Recreation Program 2021. Motion passed unanimously.

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Roundtable Discussion

Mayor Wadach discussed that the American Hotel received a Landmark Preservation Award. There was a recognition held via Zoom that he attended. During this awards ceremony the owners of the American Hotel did state that they are looking to sell.

Mayor Wadach received an email from George Gotsick stating that New York State Homes and Community Renewal Office was coming out with grants that could be used for redevelopment for properties. He will be reaching out to Pathstone to see if this is something that could be pursued.

Deputy mayor Skiptunas stated that he received a copy of the Town of Lima budget to take a look at. Regarding the Town, he stated that he had been in discussion with their liaisons for the Park Planning Commission and all agreed that it would be best to begin their planning after the holidays.

Deputy Mayor Skiptunas said that he reached out to Julia Beam regarding the issues with the Fire Department. He stated that he listened to her concerns and that the best course of action would be for the Village to apply painted markings on the asphalt delineating her right-of-way.

Deputy Mayor Skiptunas discussed that the Honeoye Falls annual Christmas parade had unfortunately been cancelled. In lieu of a parade, Honeoye Falls is holding a house decorating contest and they would like to include the residents of Lima. There is a cost to enter your home in the contest, and for more information you can email hffdxmas@gmail.com.

Trustee Katatto also discussed the most recent incident with Julia Beam. He stated that the Lima Fire Chief called him after the incident. He also discussed that the Fire Chief had purchased a foam fire backpack. The Fire Chief had to use this when he responded to a motor vehicle fire and he had great success using it. The only problem is that the Fire Chief is the only one that knows how to use it. Trustee Katatto stated that there needs to be a better training and follow through at the Fire Department.

Clerk Sackett stated that she needed approval on the invoices presented. Current payments for all accounts are the following:

- Ambulance: \$7799.53
- General: \$34067.87
- Sewer: \$19690.94
- Water: \$24120.50
- Grand Total: \$85678.84

Motion

Motion was made by Trustee Cabrera and seconded by Trustee Katatto to approve payment of all invoices presented. Motion passed unanimously.

Meeting was adjourned at 10:30 pm.