

## **Village of Lima Board Meeting**

February 28<sup>th</sup>, 2023

**Present:** John Skiptunas, Mayor; John Wadach Deputy Mayor; Trustee Brian Smith.

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Rob Beutner; Steve Werner.

**Absent:** Trustees Joshua Petraitis and Carolyn Fleming.

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

### ***Motion***

Motion was made by Trustee Smith and seconded by Deputy Mayor Wadach to approve meeting minutes from February 14<sup>th</sup>, 2023. Motion passed unanimously.

**Public hearing for Local Law #5 – Adding a new Article V Titled “Public Meetings” to the Village Code was opened at 7:02pm. Public Hearing was closed at 7:42pm with no comments from the public.**

### ***Motion***

**Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to adopt Local Law #5 of 2023 – Adding a new Article V Titled “Public Meetings” to the Village Code. Motion passed unanimously.**

### **Guests**

**Steve Werner** – Mr. Werner gave a brief update regarding the Pumpkin Festival in October. He stated that sponsorship keeps increasing and he will need to meet with the Park Commission about vendor space and other concerns hosting the event at the park. Trustee Smith will provide Mr. Werner with the dates of the next Park Commission meeting.

**Rob Beutner** – Mr. Beutner gave a presentation on geographic information systems (GIS), explaining what it is and how it can help the Village of Lima. The GIS system would isolate and identify various types of data such as streets, buildings, vegetation and provide an electronic system where it would be easily assessable to locate. A handout was given to the board to review, which discussed how the GIS system would benefit the Village and discussed the various phases of a project as well as costs. The board thanked Mr. Beutner for his time and will look at trying to incorporate the project into the upcoming budget.

### **DPW – Ben Luft**

Mr. Luft started by discussing issues with Jody D’Ambra and her high-water bill. She has had a few leaks this winter and said they are now fixed but is asking for a reduction on her water bill. The Village Board has already reduced her water bill multiple times due to leaks at her property. It was discussed that since accommodations have already been made in the past, the Village will not be reducing her billing.

Mr. Luft gave some updates on past issues. He stated the sewer grinder has been delivered to the home on Buell Ave. He is hopeful that the grinder will be installed within the next week and any further issues will be the responsibility of the homeowner. He has received the quotes from Greenworks for the zero-turn mowers. The Village will be able to purchase 3 electric zero-turn mowers and an electric utility vehicle (UTV) with the NYSERDA funds. The Village will need to pay approximately \$3k out of fund balance; Mr. Luft stated there is enough money left in this year’s budget to do so. Mr. Luft contacted Premier Leverage as they complete the stakeouts for National Grid. They are going to work up a contract and price for completing stakeouts for the Village.

### ***Motion***

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Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to authorize the expenditure of \$3k to move forward with the purchase of 3 Greenworks mowers and 1 UTV. Motion passed unanimously.

Mr. Luft discussed the joint Town and Village Clean-Up days. He brought up multiple concerns to be discussed at the joint Town/Village meeting such as senior citizen accommodations, length of time each day to hold the clean-up, and billing for the clean-up days. Clerk Sackett will research the cost to the Village for the past years and Mr. Luft will write a checklist for Mayor Skiptunas to discuss.

Lastly, the lock that was purchased for the Dog Park does not fit the posts correctly. The lock is made for a surface mount; therefore, an adapter will need to be purchased. The adapter will take a few weeks to arrive. Once received, the crew will work on assembling the lock.

### **Clerk Report – Elissa Sackett**

Clerk Sackett stated publication of the Village code is scheduled for March. Once finalized, the Village code will be available for viewing online. She passed around a quote received for the new key fob access at the Ambulance base.

Clerk Sackett discussed a couple meetings that she attended. She first met with Richard Sutherland regarding the Fiber Optic project. Reimbursement documents have been signed and will be submitted to NBRC for reimbursement by the end of the week. It will take approximately 4 weeks for reimbursement to be received once the documentation has been approved. The goal is to meet once a month to discuss the status of the project. Clerk Sackett along with Trustee Fleming and Mr. Luft met with representatives from Donegan's office to start the budget process. Line items were discussed and projections were made to see if the Village would be over/under for the year. Budget books will be available within the next few weeks and the next budget work session is scheduled for March 28<sup>th</sup>, 2023, at 7pm.

Clerk Sackett discussed that she has not heard anything more regarding when contractors will be out to repair the street lights. There is no update as to when the Village will receive an invoice from National Grid regarding the shape file purchase for underground utilities or reimbursement for the tree deposit from Joule Assets. Follow up emails have been sent to all parties.

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

- Ambulance Fund: \$698.37
- General Fund: \$16635.11
- Sewer Fund: \$7705.29
- Water Fund: \$4080.10
- Capital Water: \$172.00
- Capital Sewer: \$447.50
- Grand Total: \$29738.37

### ***Motion***

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

### **Old Business**

**Letter to Out of District Users** – The Village board discussed sending a letter to all Out of District users providing information regarding their current costs having services provided by the Village and what is proposed by the Town for the new water district. It was also discussed to propose a disconnect fee to all Town residents who will be removed from the Village water district should the proposal pass, and questions arose regarding the usage of the emergence line to Avon. The Board will discuss concerns at

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the joint Town/Village meeting on March 7<sup>th</sup>. In the meantime, Mayor Skiptunas will reach out to Supervisor Falk and have him review the draft letter that will be sent to out of district users.

**Infiltration and Implementation Grant Administration Proposal Document** – Contract was received from MRB Group outlining the services to be provided for the I&I Grant Administration and required signature by Mayor Skiptunas.

### ***Motion***

Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to authorize Mayor Skiptunas to sign the Infiltration and Implementation Grant Administration Proposal provided by MRB Group. Motion passed unanimously.

**Sign Code** – Attorney Lenahan has incorporated most of the recommendations from Livingston County Planning Board into the new Sign Code, and the updated code has been circulated to all Trustee's. A Public Hearing will be scheduled for the March 28<sup>th</sup> board meeting.

### **New Business**

**2023 Honeoye Falls-Lima Mendon Youth (HFLYB) Baseball Contract** – The addendum to the original baseball contract was passed around with respect to use and maintenance of the Willison Baseball field located at Mark Tubbs Park. Deputy Mayor Wadach requested the language be changed to better reflect who was to take care of the field and ensure that pesticides will not be used on the field.

### ***Motion***

Motion was made by Trustee Smith and seconded by Deputy Mayor Wadach to authorize Mayor Skiptunas to sign the 2023 HFLMYB Contract once the language has been updated. Motion passed unanimously.

### **Roundtable Discussion**

The following information was discussed during the roundtable:

Mayor Skiptunas:

- Has been meeting with individuals and researching how to apply for grants when they become available through the Federal Bipartisan Infrastructure Law. Methods have not been identified yet as to the application, but webinars will be held, and information continues to be updated.

Trustee Smith:

- The Village may have to adopt some local laws regarding the Dog Park. He has been researching several other municipalities who have an established Dog Park.
- The Crossroads Council have moved their funds from the Village accounts.

Deputy Mayor Wadach:

- An Email was sent regarding the CDG Subscription Fee applied to National Grid bills for those enrolled in the Community Solar program. The email gives further explanation as to how the credits/subscription fees are applied to the bills. The new billing method that includes both a CDG Credit and a CDG Subscription Fee results in the same net 10% savings as was the case with the prior billing method.
- Attended the Asset Management meeting with Mr. Teta and representatives from Jacobs Engineering.
- Asked about the update on closeout for the Water Project? No update as of meeting.
- Asked about the status of the meter vault at Tupelo Trail? Mr. Luft has reached out to Jason Molino about setting up a time to go to the vault.

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- Gave an update to the Fiber Optic Project – Empire Access is waiting on Pole Permits from National Grid. He will reach out regarding clarification on the timeline as to when construction will start, and their preparation of construction bid documents.

Motion was made by Trustee Smith and seconded by Mayor Skiptunas to adjourn at 9:10pm.