

Village of Lima Board Meeting

January 25th, 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

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, January 25th, 2022 and opened with the Pledge of Allegiance.

Motion

Motion was made by Trustee Fleming and seconded by Trustee Smith to approve meeting minutes from January 11th, 2022. Motion passed unanimously.

Department Reports

DPW – Ben Luft

Mr. Luft gave an update on the water project. He stated that connections still need to be made on Community Dr., Kober Dr., Genesee St., along NY Route 15A south of College St. to Community Drive, and for the waterline that runs behind the hotel from Lake Ave. to Buell Ave. The connection for the water line behind the hotel is a bit of a problem, as he is unsure where this connects in to Lake Ave. The big bore under 5&20 still needs to be completed, and lastly the vault replacement at the Lima Christian School. He believes that all the remaining projects will put the contractor's completion date towards the end of February if the weather cooperates. Once Spring is here, the remaining sidewalks will be completed, topsoil will be added, and final punch list of items to be completed will be created.

Mr. Luft stated that the DPW crew has been working hard to keep up with the recent snow. They have been making sure all the sidewalks have been cleared. He also stated that the new dump truck is now in service and he is currently working on getting quotes for a new tractor for next year's budget.

Clerk Report – Elissa Sackett

Clerk Sackett presented three membership applications for the Lima Volunteer Ambulance. She stated that two of the applications were already approved pending receipt of the application (Abiageal Finn and Patrick Riley), and the new application was for Daniel Nichols.

Motion

Motion was made by Deputy Mayor Wadach and seconded by Trustee Fleming to approve Daniel Nichols as a new member of the Lima Volunteer Ambulance. Motion passed unanimously.

Discussions were held regarding any notifications to be placed in the upcoming water billing. Requests to were made to add reminders regarding keeping hydrants clear and the Village leash laws for dogs. Mayor Skiptunas also requested mentioning Arbor Day on the billing.

Clerk Sackett stated that Mayor Skiptunas needed to sign the Supplemental Agreement for the Sidewalk Project. She thought this had already been taken care of at a previous meeting, but it appears DOT has not received. See attached resolution.

The budget calendar was passed around to the Board for review. Request was made to change the time for the first work session from 9am to 9:30am. Clarification was also requested regarding the Board Budget Work session held on March 22nd, as this is at a regular scheduled meeting.

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

- Ambulance Fund: \$1,140.06
- General Fund: \$23,098.64
- Sewer Fund: \$2,889.38

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- Water Fund: \$22,699.76
- Capital Water: \$1,260.09
- Capital Sewer: \$0
- Grand Total: \$51,087.93

Motion

Motion was made by Trustee Petraitis and seconded by Trustee Smith to approve payment for all invoices. Motion passed unanimously.

Business

Village Handbook; Drug and Alcohol Policy – Deputy Mayor Wadach discussed the Village consider the implementation of a Drug and Alcohol Policy. The Drug and Alcohol Policy for the City of Chicago was passed around for review of what another government agency had adopted. Deputy Mayor Wadach pointed out page 4 which identified the Rules of Conduct. Mr. Luft stated that although employees are not currently tested, every employee signs a document when hired stating that the Village is a drug free workplace and that the Village has the right to test an employee at any time. The Board discussed the volunteers of both the Fire Department and Ambulance, and requested to see each of their zero tolerance policies if they have one in place.

Attorney Lenahan piggy backed and stated the Village should create an Employee Handbook. Former Trustee John Katatto had been working on a Village handbook, and the current one is almost completed. Mayor Skiptunas asked Trustee Fleming and Trustee Smith if they would research and work together on completing the handbook, and looking at creating a draft Drug and Alcohol Policy for all Village Employees, including those on payroll and volunteers.

Village Solar Farm – Attorney Lenahan discussed an email he received from the Assessor regarding the Village Solar Array and how it was set up. The Assessor stated that she had been informed that the Village is receiving a lease payment, as well receiving revenue from the sale of the electricity. Deputy Mayor Wadach explained that the array was financed by Kendall Sustainable, the credits received from the array are applied to all Village owned National Grid bills, and in turn the Village pays Kendall Sustainable a fixed monthly kWh based on the amount of usage produced by the array. The Village does not receive a separate lease payment from Kendall Sustainable for the solar array nor does the Village sell any of the electricity from the array. Attorney Lenahan and Deputy Mayor Wadach will reach out to the Assessor to discuss further.

Fiber Optic Progress – Mayor Skiptunas stated that the Livingston County Ways and Means Committee met regarding funding the Village match for the fiber optic grant. The Committee was unwilling to commit to funding the full amount of the match, but would reconsider if the Village was willing to commit at least 50% of the match, and suggested the Village consider using ARPA money for this portion. The Village still needs to consider the \$10 per user monthly fee that Empire Access has stated they would pay to offset the cost of the bond debt, which would lead to the Village bonding the entire project, but the result would not cost the Village at all. Discussions need to be held further regarding this and Attorney Lenahan suggested Deputy Mayor Wadach reach out to NBRC to see if ARPA funds would qualify as a match to the grant.

Attorney Lenahan gave an update regarding bonding for the project. In conversations with Donegan's office, the SEQR needs to be completed prior to adopting the Bond resolution. This can be done at the same meeting, and currently is scheduled to happen at the next board meeting (February 8th). Attorney Lenahan and Deputy Mayor Wadach will reach out to representatives from Empire Access and Richard Sutherland to express the importance of having this information completed as soon as possible.

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Roundtable Discussion

Mayor Skiptunas stated the Zoning Board of Appeals meeting has been rescheduled to January 31st at 7pm. This is to discuss the sign variance for the Family Dollar/Dollar General building. He will be in attendance to advocate for the Muraco's (owners) and requests if any other board members are free that they attend if possible. He also discussed the blackout coloring on the windows at the Family Dollar building. He has spoke with CEO Floeser as well as the Muracos (property owners) and is requesting that the blackout tint be changed to frosted as it is more inviting to the property, but still keeps the privacy/security needed.

Deputy Mayor Wadach informed the board that the DEC Grant for the EV Charging stations had been denied. The reason for the denial was due to calculation errors of the Village match. He had reached out to the Representative from the DEC stating there was a calculation error in the grant application software (was resulting in 11% match, not 10% when using the calculation provided by DEC) however it appears that they did not do anything regarding this.

Deputy Mayor Wadach discussed the piece of land between Tubbs Park and Spring Brook. The parcel is currently owned by Duncan Hauling and is landlocked. The Village may want to reach out to the current owners and see if they are interested in selling the parcel. This would be a great place to add an additional trail at the park. Deputy Mayor Wadach also asked Mr. Luft if there were any surplus picnic tables that could be placed near the stream in the park.

Meeting adjourned at 8:25pm.

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Village of Lima Resolution No. 2022-01

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State “Marchiselli” Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the Village of Lima Sidewalk Connection Project, P.I.N. 4761.21 (the Project”) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of costs such program to be borne at the ratio of 80% Federal Funds and 20% non-federal funds; and

WHEREAS, the Village of Lima desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of the Village of Lima Sidewalk Connection Project.

NOW, THEREFORE, the Village of Lima Board, duly convened does hereby

RESOLVE, that the Village of Lima Board hereby approves the above subject project; and it is hereby further

RESOLVED, that the Village of Lima Board hereby authorizes the Village of Lima to pay in the first instance 100% of the federal and non-federal share of the cost of Design and Construction work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$781,090 is hereby appropriated from the General Fund and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal costs of the project exceeds the amount appropriated above, the Village of Lima shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Mayor of the Village of Lima be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli aid on behalf of the Village of Lima with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality’s first instance funding project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project. And it is further

RESOLVED, this Resolution shall take effect immediately

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**Village of Lima
Resolution No. 2022-01**

The vote on the foregoing resolution was as follows:

| | | |
|---------------------------|--------|-----|
| John Skiptunas, Mayor | Voting | Yes |
| John Wadach, Deputy Mayor | Voting | Yes |
| Joshua Petraitis, Trustee | Voting | Yes |
| Brian Smith, Trustee | Voting | Yes |
| Carolyn Fleming, Trustee | Voting | Yes |

I attest that the above Resolution was unanimously approved by the Village of Lima Board of Trustees at their meeting held on January 25th, 2022.



Elissa Sackett
Village of Lima



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