

Village of Lima Board Meeting

January 24, 2023

Present: John Skiptunas, Mayor: John Wadach, Deputy Mayor: Trustees Joshua Petraitis and Brian Smith. Trustee Carolyn Fleming arrived at 7:10.

Others Present: Matthew Lenahan, Attorney, Jane Radomski, Deputy Clerk: Ben Luft, DPW Supervisor

Absent: Elissa Sackett, Clerk

Guest Speakers: Louise Wadsworth LCDC, Maureen Wheeler LCDC, and Steve Werner
Zoning Board of Appeals

Other Guest: Kelsey and Garrett Lehman, Josh and Traci Scanlon, Dennis Neeman, Salim Deir

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, January 24, 2023 at Lima Town Hall, 7329 E. Main St. and opened with the Pledge of Allegiance.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Smith to approve meeting minutes from January 10, 2023. Motion passed unanimously.

Motion

A motion was made by Trustee Smith and seconded by Trustee Fleming to open a public hearing for the following proposed Local Laws

1. Placing A Moratorium on Short Term Rentals
2. Override The Tax Levy Limit Established in General Municipal Law
3. Amending Chapter 163, Article V of the Village of Lima Code, Entitled "Exemptions for Senior Citizens"
4. Amending Chapter 163, Article IV of the Village of Lima Code, Entitled "Exemptions for Persons with Disabilities and Limited Income"

Steve Werner

Mr. Werner approached the Board with the idea of having the 1st Annual Lima Great Pumpkin Weigh-off & Ag Day festival. There was discussion of the types of activities to be held, such as horse drawn wagon rides and several different contests. There was also discussion regarding insurance needed at the park. The festival would be held in Mark Tubbs Park on October 7, 2023. There would be a Kickoff Pumpkin Meeting at the Lima Town Hall on April 29, 2023. The Board expressed their interest and appreciation for the initiative to Mr. Werner. Louise Wadsworth and Maureen Wheeler also expressed their interest at the county level. The festival would be a great addition to tourism.

The floor was opened to the public for discussions regarding any of the Local Laws that were presented earlier. Kelsey Lehman and Traci Scanlon expressed their concerns regarding Local Law # 1, Placing a Moratorium on Short Term Rentals. They referred to the Board minutes from

September 27th, 2022. They expressed concern regarding the issue of being “grandfathered in” if they were already in the process of becoming an AirBnB. Kelsey Lehman also expressed concern over the special use provision. She expressed the desire to be grandfathered in as she already rents a room in her home and has two bookings for her AirBnB. Deputy Mayor Wadach stated that owner occupied rentals will not be regulated in the Law. The Board agreed to abide by the minutes from September 27th, 2022.

Tracy Scanlon addressed the Board in regard to producing a written procedure stating what evidence and when it is needed to prove a residence is established. She also stated that the Board minutes are not uploaded to the website and agendas for Board meetings are not published in a timely manner. Deputy Wadach stated he would investigate the matter.

Louise Wadsworth – Livingston County Downtown Coordinator from GrowLivCo

Maureen Wheeler – Deputy Director from GrowLivCo

Louise Wadsworth and Maureen Wheeler spoke about increasing our local tax base and economic well-being of the community. They presented information regarding the many hats that GrowLivCo wears. They touched base on the many programs and opportunities that they provide. They provided the Board with their 2022 Annual Report. They also provided the Board with their Wayfinding Strategy catalog, along with Livingston County Design Guidelines. These catalogs are available to the public on a loaning basis. Mayor Skiptunas thanked them for their presentation and all their hard work not only in the community of Lima, but also all the communities of Livingston County. He expressed the Board’s enthusiasm to participate in any way they can. Deputy Wadach expressed a desire to have their information officer help keep communities aware of the grants that become available.

Adam Peterson was introduced to the Board. Mr. Peterson is the new owner of The Normal BBQ, LLC in Lima. The Board welcomed Mr. Peterson to the Village of Lima.

Mayor Skiptunas thanked all the guests for their time and interest in the Village of Lima.

Motion

A motion was made by Trustee Smith and seconded by Trustee Petraitis to close the public hearing on LL#1, LL#2, LL#3 and LL#4. The motion passed unanimously.

Motion

A motion was made by Trustee Smith and seconded by Trustee Petraitis to adopt Local Law #1, Placing A Moratorium on Short Term Rentals, with an exception to be added to section 4, Definitions #1. The exception shall include the phrase “excluding owner-occupied single-family homes”. The motion passed unanimously.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Fleming to adopt Local Law #2, Override the Tax Levy Limit Established in General Municipal Law. The motion passed unanimously.

Motion

A motion was made by Trustee Fleming and seconded by Trustee Smith to accept Local Law #3,

Amending Chapter 163, Article V of the Village of Lima Code, Entitled “Exemptions for Senior Citizens”. The motion passed unanimously.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Smith to accept Local Law #4, Amending Chapter 163, Article IV of the Village of Lima Code, Entitled “Exemptions for Persons with Disabilities and Limited Income. The motion passed unanimously.

DPW – Ben Luft

Mr. Luft stated that he is continuing to work with Borschoff Reality regarding their sewer issues. He has been able to find the parts needed to assist in addressing the situation on Buell Avenue with just under the amount designated for the project. He will keep the Board updated on their progress.

Mr. Luft reported that Fineline assisted in replacing the 8” meter on the Village side in the meter pit at the Lima Christian School. The Digital reader had stopped working. He will continue to monitor the situation and keep the Board updated.

Mr. Luft informed the Board that several members of his crew are signed up for various classes in March and April. He expressed his happiness in the crews’ attitude and morale.

The Board requested that Mr. Luft have written procedures for all his tasks. Mr. Luft stated that he has several instructions written down but will continue to work on this request.

Old Business

Empire Service Contract

Attorney Lenahan informed the Board that the Services Agreement Between Empire Long Distance Corporation d/b/a Empire Access and the Village of Lima will be ready for the mayor’s signature as soon as Deputy Mayor Wadach provides the NBRC#.

Motion

A motion was made by Deputy Mayor Wadach and seconded by Trustee Petraitis giving Mayor Skiptunas authority to sign the contract with Empire when Matt Lenahan, Village Lawyer, has provided the final contract document. The motion passed unanimously.

Tree Planting Contract

Deputy Mayor Wadach updated the Board on the progress of the Lima Tree Planting Contract. He confirmed that our grant funder has provided confirmation regarding the first 40% payment. Deputy Mayor Wadach informed the Board that he had received a proposal which was below our grant amount. Deputy Mayor Wadach requested from Josh Landscaping that additional trees be added to the planting list so the cost was closer to the grant amount. A new estimate, along with terms of the contract were received before the Board meeting. The Board members purposed that a letter be sent to the residents on West Main St. providing information on the tree planting.

Motion

A motion was made by Deputy Mayor Wadach and seconded by Trustee Fleming to authorize the Mayor to sign the contract. The motion passed unanimously.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Smith to authorize Mayor Skiptunas to approve the invoice from Josh Gardens to be paid upon receipt. The motion passed unanimously.

Matthew Lenahan, Attorney

Mr. Lenahan requested a public hearing for video conferencing to be held at the next Board meeting on February 14, 2023. There was some discussion among the Board members as to the necessity and benefit of this Law. Mr. Lenahan explained that the purpose of the law was not so Board members could vote remotely, but just be able to participate in the meeting.

Round Table

Mayor Skiptunas informed the Board that the Village received a letter confirming the terms upon which National Grid will provide to the Village of Lima Geographical Information System, (GIS) data and/or maps of the Village's streetlight assets, collectively, the "Maps and Records". The cost for the maps and records is \$1000.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Fleming to authorize Mayor Skiptunas to sign the agreement with National Grid. The motion passed unanimously.

Mayor Skiptunas shared with the Board that new businesses are showing profits after the holiday season and suggested that all the Board members promote Lima.

Trustee Petraitis and Trustee Smith updated the Board on some issues related to the park. They are expecting the Master Plan to be completed by the next Joint Board meeting. A community center and an inclusive playground are included in the Master Plan. Trustee Petraitis inquired about the width of the original path through the park. A suggestion was made to apply for a grant to improve the pathway and make other improvements to improve accessibility. The Park Committee is also working on getting swings in the park. Trustee Smith expressed interest in forming a "Friends of the Dogs" group. The hope is to raise exposure for the dog park and also to have a group of residents that might self-monitor the area. Mention was made of reaching out to the Garden Club to get contact information as well. Mr. Luft has hung up more signs in the park and Trustee Smith is actively painting other signs. A rule that states all dogs must display tags while in the park was made. A price of \$24.00 per year was discussed. The Board inquired as to whether that \$24.00 was per dog or per household. Trustee Petraitis informed the Board that it was \$24.00 per year per household.

Trustee Smith informed the Board that the Crossroads Council has set up their own accounts and will be transferring their funds out of the Village bank account as soon as possible. They are still waiting to hear the status of their 501C.

The Board briefly discussed the fact that the Town wants to put a new entrance to the park by Silver Creek. The Board did not feel the entrance would get much use.

Trustee Fleming has provided the Board guidelines to use as a baseline for writing our own guidelines regarding AirBnBs. Trustee Fleming will write the guidelines; however, it will fall to the Code Enforcement Officer and the clerk's office to implement them.

Deputy Mayor Wadach informed the Board that the Leak Detection Report is finished. After reviewing the report, there is no evidence of water leakage on the 12" main located along Rochester Street outside the Village. Mr. Luft is looking at a few small issues, but there are no big issues in the Village.

Mayor Skiptunas expressed his concern regarding cross-training on critical operations such as payroll and vouchers. After some discussion, it was decided that Deputy Clerk Radomski and Mayor Skiptunas should be cross-trained in these areas and any other critical operations. The Board expressed a need for written operating instructions for all duties performed in the Village Office, the Village Shop and the Village Sewer Plant. Work on these written procedures should begin immediately if not already in process.

Dennis Neenan, a member of the Zoning Board of Appeals, inquired about a nomination for the vacant seat on the County Planning Board. He expressed the need for a full County Planning Board to allow the Zoning Board of Appeals to operate smoothly with no long delays. Mr. Neenan also informed the Board that he is in possession of drainage pattern maps for the dog park. He is eager to share that information with the Park Commission.

Motion

A motion was made by Trustee Petraitis and seconded by Trustee Smith to adjourn the meeting at 9:57pm. Motion passed unanimously.