

Village of Lima Board Meeting

July 11th, 2023

Present: John Skiptunas, Mayor; Brian Smith, Deputy Mayor; Trustees Carolyn Fleming, and John Wadach.

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk (left at 8:03pm); Ben Luft, DPW Supervisor; Jane Radomski, Deputy Clerk; Rob Beutner, Resident.

Absent: Josh Petraitis, Trustee; Steve McGrath, Fire Chief; Meg Rose, Ambulance Chief; Larry Teta, WWTP Operator; Charlie Floeser, CEO.

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, July 11th, 2023, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance.

Motion

Motion was made by Trustee Fleming and seconded by Deputy Mayor Smith to approve meeting minutes from June 27th, 2023. Motion passed unanimously.

Department Reports

Fire Department – Steve McGrath, Fire Chief (Absent)

No report.

Ambulance – Meg Rose, Ambulance Chief (Absent)

See report provided by Chief Rose. Trustee Wadach asked about the issue with the remount contract; Clerk Sackett explained that the contract had been sent back multiple times, each time requesting something else to be changed on the contract.

WWTP – Larry Teta (Absent)

See report provided by Mr. Teta. The board asked Mr. Luft if Mr. Teta was still having issues with his computer. Mr. Luft said that Skyport had been working with Mr. Teta to resolve the issues he was having, but he was still not satisfied with the work performed. Clerk Sackett asked the board to please review the email Mr. Teta sent regarding the asset management program and provide the necessary feedback he requested. It was noted that trustee Wadach has already provided Mr. Teta with feedback.

Code Enforcement Officer (CEO) – Charlie Floeser

See report provided by CEO Floeser.

DPW – Ben Luft

Mr. Luft confirmed milling and paving on Michigan Ave. will take place July 18th – 19th, weather permitting. Letters have been mailed to all affected residents, along with a map showing the alternate route they will need to take during paving. Notice has also been posted on the Village website and will be posted on Facebook.

The crew have been working on multiple projects in the Village. They have started building the sidewalk in front of the Lima Christian School and anticipate pouring concrete July 24th. The crew have also been busy watering trees, mowing, picking up brush, etc. Mr. Luft and the crew also fixed the catch basin on Michigan Ave. and added a concrete backstop.

Village of Lima Board Meeting

July 11th, 2023

Mr. Luft expressed his frustrations with trying to obtain a company to stakeout the Village owned underground electrical lines that service our street lights for UDig. He has been trying for months to obtain pricing and a contract with a company to stake out the lines that the Village is now responsible for and has not had any luck. There are stakeouts that are coming in and if the Village does not respond, the Village gets charged. Mr. Luft will continue to work on obtaining a service provider to stake out the electrical lines, and Clerk Sackett will reach out again to National Grid regarding purchasing the shape/mapping files (to date there has been no response from National Grid). The Board of Trustees also instructed Attorney Lenahan to write a letter to National Grid regarding this issue.

Discussions were held again regarding completing the section of sidewalk on Meadowview Drive that needs to be finished. Once this section is completed, the entire neighborhood between Rainbow Lane, Michigan Ave and Meadowview Drive will be connected. The board discussed issues of drainage on Meadowview and Michigan and requested MRB look at the original design plans by Erdman Anthony, as well as the section in question and obtain their professional opinion on how to install the sidewalk. Resident Rob Beutner spoke and stated that he understands the concerns mentioned before but would like to see a sidewalk eventually placed due to safety concerns. Deputy Mayor Smith added that his wife suffered an ankle injury along the section of Meadow View Drive that is lacking a sidewalk. Mr. Luft or Mayor Skiptunas will have either Aaron (Add Last Name) or Pat Nicoletta from MRB review the plans and area and discuss the best way to install a sidewalk.

Clerk Report – Elissa Sackett

Clerk Sackett stated that 93% of Village taxes have been collected to date. She had a follow-up call with Spencer and Kyle from TextMyGov regarding the texting service. They stated that they find combining services for municipalities can cause confusion, however they can continue to explore the option of sharing this service with the Town of Lima if the Village wants to pursue this. She also reached out to Senator Helming's office regarding the status of the \$250,000 SAM grant that was awarded to the Village several years ago for reimbursement of expenses in upgrading our water pump station on Rochester Street. Per the response received, the grant has been added to a priority list with the Senator's office and she will look into it further. Clerk Sackett will continue to stay on top of it and figure out what more is needed. She stated that Deputy Clerk Radomski will be attending a records management class on July 20th in Mt. Morris. Lastly, June financials were passed to the board for review.

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

- Ambulance Fund: \$3485.46
- General Fund: \$16420.22
- Sewer Fund: \$5911.77
- Water Fund: \$816.27
- Capital Water: \$350.00
- Capital Sewer: \$918.75
- Capital Fiber: \$943.75
- Grand Total: \$28846.22

Village of Lima Board Meeting

July 11th, 2023

Trustee Wadach inquired on three invoices. He first questioned why a tax charge was included on the Hampton Inn invoice that was included with the lodging expenses for David Kirkwood's stay. DPW Superintendant Luft will pursue reversal of these charges with Hampton Inn. Trustee Wadach asked what the postal charges from ABS pertained to and Clerk Sackett replied that it was for sending out tax bills. Finally, Wadach noted that the tickets for fuel delivery from Noco were missing for two invoices as these tickets are necessary to verify the quantity of fuel received by the Village. The invoices are from the fire department and the delivery tickets are left at the town barns. Clerk Sackett has asked the Town Superintendent to please deliver.

Motion

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

Old Business

Short term rentals – No update to report.

Fiber Optic Project – Clerk Sackett attended the monthly update meeting for the fiber project. Empire's team will be meeting at the Town hall on 7/12 to go over the current proposals and make any necessary changes. Once changes have been made the first part of the project should be ready to go to bid. Clerk Sackett requested the draft bid package be sent for review. Empire has still not received notification from National Grid that the make ready plans have been completed; they will follow up and see what the status of the pole applications are. Jim Baase indicated that Empire intends to file a complaint with the Public Service Commission as there is supposed to be a 60-day turnaround and we are currently at approximately 15 months. The next monthly meeting is scheduled for August 8th.

2024 Fire and Ambulance Protection Contracts – The 2024 Fire and Ambulance protection contracts with the Town were sent around for the board to sign. After discussions with both the Fire and Ambulance Chief, it was requested that the contracts increase by 5% for the new year.

New Business

Proposal for Administration Services for NPG Grant Program – The Village received a proposal from MRB Group to assist the Village with grant administration for the Non-Agricultural Nonpoint Source Planning (NPG) grant the Village was recently awarded that will help with stormwater study. Cost for MRB to handle the grant administration is \$3k and this expense will qualify for fulfilling a portion of the Village's mandatory local match for the project.

Motion

Motion was made by Trustee Fleming and seconded by Deputy Mayor Smith to approve and authorize Mayor Skiptunas to sign the proposal submitted by MRB Group for grant administration services for the NPG grant. Motion passed unanimously.

Roundtable

Trustee Fleming:

- Asked how long it takes for a code to be updated online once it is approved by the board. Clerk Sackett explained that once the board adopts a new local law, the law gets filed with the New York State Department of State and the code also gets sent to support at

Village of Lima Board Meeting

July 11th, 2023

General Code to be updated online. The new code is found by going to the code and looking up new laws. Also, if someone types in the toolbar what they are looking for, they will be directed to the new law as well.

Trustee Wadach:

- Received notification that the NY Forward Grant will open on July 26th. He asked Mayor Skiptunas to reach out to Livingston County for help with the application, and suggested the Village apply for the \$5M grant.
- Asked if there had been any update to the changes with the solar allocations from National Grid? No update to report. Clerk Sackett will email National Grid again regarding the allocation changes and about allocating overpayments on accounts to other existing accounts. Attorney Lenahan was also asked to send a letter to National Grid regarding this issue.

Trustee Smith:

- Dan Marcellus is working on fixing Trustee Smith's email issues.
- Received more information from Supervisor Falk about the grant through Livingston County for parks. Only \$20k of the \$40k available is usable for playground equipment. The goal is to get both ADA equipment and regular equipment for the park. He will meet with Bears and start a focus group to choose the equipment.
- Discussed Crossroads Festival
- Discussed the Dog Park
 - Rules are posted.
 - Talked about location of the pavilion.
 - Talked about waiting to install the lock at the park until the fall.
- Mentioned that the bulletin board at the park is broken and needs to be repaired.

Mayor Skiptunas:

- Will meet with Livingston County and discuss how they can help with the NY Forward Grant application.
- Thanked the board for all their efforts.

Motion was made by Deputy Mayor Smith and seconded by Trustee Fleming to adjourn at 8:25pm and enter Executive Session to discuss the employment and performance of an individual.

Motion to close and adjourn the Village meeting was made at 8:45pm.