

Village of Lima Board Meeting Minutes

April 8th, 2025

Present: John Skiptunas, Mayor; Brian Smith, Deputy Mayor; Trustees Melinda Fleming, Jonathan Stills, and Ben Dodzweit.

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Dick Garey, Fire Chief; Meg Rose, Ambulance Chief; Jennifer Myers, Lima Ambulance; Charlie Floeser, Code Enforcement Officer; several residents.

The meeting of the Village of Lima was called to order Mayor Skiptunas at 7:00pm Tuesday, April 8th, 2025, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance.

Motion

A motion was made by Trustee Fleming and seconded by Trustee Dodzweit to approve the meeting minutes from March 4th, 2025 and March 25th, 2025. Motion passed unanimously.

Mayor Skiptunas administered the Oath of Office to Jonathan Stills for the office of Trustee.

Mayor Skiptunas administered the Oath of Office to Brian Smith for the office of Trustee.

Open Public Hearing: 2025 – 2026 Village of Lima Budget

Motion was made by Deputy Mayor Smith and seconded by Trustee Fleming to open the Public Hearing at 7:21pm for the 2024-2025 Village of Lima Budget. Mayor Skiptunas asked the audience if there were any comments on the proposed budget. Callie Rabe asked what the total increase from prior year was, and what caused the increase. Overall increase equated to 17% due to additional funds added to emergency services, replenishment for fund balance, and to cover increased operating costs.

Department Reports

Fire Department – Dick Garey, Fire Chief

Chief Garey discussed the March report. Deputy Mayor Smith asked if the grant for the radios could be combined with the ambulance? There is no benefit to having the grant be a joint application.

Ambulance – Meg Rose, Ambulance Chief

Chief Rose discussed the February report. Mayor Skiptunas asked about the meeting Chief Rose attended with Mt. Morris EMS to discuss how they operate (paid staff). She gave a brief overview of their services. Chief Rose said she also met with Livingston County EMS to discuss their coverage.

WWTP – Larry Teta, Plant Operator Trainee

See report provided by Mr. Teta.

Code Enforcement Officer (CEO) – Charlie Floeser

CEO Floeser discussed the March report. Trustee Dodzweit asked what the individual who bought the GCC building was planning to do with it; the owner does not know at this time.

Village of Lima Board Meeting Minutes

April 8th, 2025

DPW – Ben Luft

There was a small water leak down by the skid place on E. Main St. The crew was able to dig it up and repair it under pressure with no down time.

Village Clean-Up days are going to be May 1st – 3rd jointly with the Town. Senior Citizen pick-up will be held on May 1st. Residents 65+ may sign up for pickup by noon on April 30th.

Hoping to open the park next week. Overnight temperatures have been at or below freezing therefore it has not been opened yet. Next week it should be consistently in the 50s during the day so hopefully the overnight temperatures will not drop to where the water would freeze.

Crosswalk flags and holders by the school on the corner of College and Elm have been installed. So far only one flag has been stolen in the month that they have been up.

The winter project has been completed. The crew removed and fixed all the “Welcome to Lima” signs leading into the Village. Each sign was sanded to the bare wood and refinished by hand by the crew. The crew repairing the signs saved the Village well over \$15k. The brick below the signs was also replaced with decorative stone.

Backhoe quotes were received and reviewed. John Deere was approximately \$122k and Caterpillar was approximately \$110k. Mr. Luft signed the purchase agreement for the Caterpillar, and it should arrive this summer.

Research is still being done for a new sidewalk tractor and a leaf machine tractor. Mr. Luft hopes to use CHIPS money for the leaf machine tractor, but he will see how everything works out.

Lastly, the Village needs to approve the I&I study that MRB did and request to have the study submitted to EFC so the Village can receive back some of the money spent on the study. Once the study is submitted to EFC, the project will be grant ready if the Village chooses to complete any projects in the future.

Clerk Report – Elissa Sackett

Reminder the GOGov App is now available. If residents do not wish to download the app, they can opt into voice and text notifications by texting “Join” to 585-621-2200 or calling the same number and pressing “1”.

2025 Downtown Partnership Memorandum of Understanding from Livingston County Development Corporation was presented for Mayor Skiptunas to sign. The Village contributes \$2500 annually to participate in the program.

Reviewed the current individuals authorized to approve wire transfers at Five Star Bank. Verified all will stay the same.

Discussed the bond anticipation note (BAN) renewal scheduled for May 22nd. The BAN will be callable in November, and a large portion will be paid towards the debt to reduce interest costs.

Village of Lima Board Meeting Minutes

April 8th, 2025

Several quotes from SkyPort IT were passed around for the board to review. These quotes are for the following upgrades:

- Village Clerk – Upgrade PC’s to be compatible and install Windows 11.
- Wastewater Treatment Plant – Upgrade PC’s to be compatible and install Windows 11.
- DPW Office – Replace/install VOL-PC3.
- Ambulance – Replace VOL-AB-ADMIN1 and VOL-AB-COMM1, upgrade to Windows 11 on VOL-AB-DT1 and VOL-AB-DT2

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Stills to approve the proposed upgrades from SkyPort IT. Motion passed unanimously.

Next week a project will be to pull out all the boxes in the front storage room and organize. There are a lot of documents that are due to be shredded that haven’t been yet. If anyone is available to help, it would be greatly appreciated.

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

- Ambulance Fund: \$36807.40
- General Fund: \$6166.11
- Sewer Fund: \$5416.24
- Water Fund: \$5714.77
- Capital Fiber: \$0.00
- Grand Total: \$54104.52

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Stills to approve payment to invoices as listed above. Motion passed unanimously.

Close Public Hearing: 2024 – 2025 Village Budget

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Stills to close the Public Hearing for the 2024-2025 Village Budget. Motion passed unanimously.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Stills to adopt the 2025-2026 Village Budget. Vote was the following:

John Skiptunas, Mayor	Yes
Brian Smith, Deputy Mayor	Yes
Melinda Fleming, Trustee	Yes
Benjamin Dodzweit, Trustee	Yes
Jonathan Stills, Trustee	Yes

Guests

Jennifer Myers discussed issues with a home on College St. CEO Floeser has issued an appearance ticket to the homeowner regarding the various code violations on the property. Mayor Skiptunas has also recognized the issues and will be working on what he can do to help alleviate the situation.

Village of Lima Board Meeting Minutes

April 8th, 2025

Old Business

Park Update – The Park Commission is working on making changes to the master plan. Question was asked regarding the additional entrance to the property via Elm St. The Village does not own the property yet. There will be no parking lot on Elm St. for the park, but due to increase in events at the park there needs to be a second egress to the park. The egress would not be open all the time, it would only be during events.

EV Charging Station – SynergEV will be taking over for EV Connect on April 18th. The current contract the Village has will be up for renewal in June. Currently there is an average of only 2 charges per month at the station, averaging a revenue of \$6. This does not cover the monthly electricity costs of the station. Deputy Mayor Skiptunas has reached out to the Green team for recommendations.

Statement of Inclusion – The Village plans to consult with the Town to form a statement of inclusion for Lima. Once a statement has been created, it will be available for public comment.

New Business

2025 HFLM Youth Baseball Contract – Presented contract for new year. No changes have been made since last year besides updated dates.

Round Table

Trustee Dodzweit asked about the unfinished front door of the Town Hall. Supervisor Falk would be best to answer questions regarding the building as the Village is only a tenant and the building is owned by the Town.

Trustee Fleming requested resuming joint meetings with the Town at least 2x per year. The board agreed and will reach out to the Town about a possible meeting in June.

Mayor Skiptunas met with the Outreach Coordinator from Claudia Tenney's office to discuss the status of the SAM Grant Award from 2018 that the Village has yet to receive, as well as potential funding for fire/EMS and what resources are available.

Motion was made by Deputy Mayor Smith and seconded by Trustee Fleming to enter executive session at 9:01pm to discuss personnel issues in relation to civil service. Executive session ended 9:25pm.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Fleming to appoint Larry Teta as a Wastewater Treatment Plant Operator Trainee. Motion passed unanimously.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Fleming to appoint David Kirkwood as a Wastewater Treatment Plant Operator. Motion passed unanimously.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Stills to create a Wastewater Treatment Plant Operator/Trainee position. Motion passed unanimously.

Village of Lima Board Meeting Minutes

April 8th, 2025

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Dodzweit to create a Working Foreperson position. Motion passed unanimously.

Motion

Motino was made by Deputy Mayor Smith and seconded by Trustee Fleming to create a Motor Equipment Operator (MEO) position. Motion passed unanimously.

Meeting adjourned at 9:30pm.

Respectfully Submitted,



Elissa Sackett
Village Clerk/Treasurer
Village of Lima

***All documents listed in the minutes are available to review at the Village office during regular business hours.**