

## **Village of Lima Board Meeting**

August 24<sup>th</sup>, 2021

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

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Jane Radomski, Deputy Clerk; Ben Luft, DPW Supervisor; Dan Marcellus, SkyPort IT.

The meeting of the Village of Lima was called to order by Mayor Skiptunas at 7pm Tuesday, August 24<sup>th</sup>, 2021 and opened with the Pledge of Allegiance.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to approve meeting minutes from August 10<sup>th</sup>, 2021. Motion passed unanimously.

### **Guests**

#### **Dan Marcellus – Skyport IT**

Mr. Marcellus was present to discuss several IT quotes. He discussed the email needs for the Ambulance, and passed around a quote for various services. He stated that he was waiting to verify numbers with Chief Rose and then would be back with a final quote. Services would include Microsoft 365 Business Basic, Microsoft 365 Business Standard, encrypted email, and Microsoft Office. The second quote he discussed were the necessary upgrades for the Sewer Treatment Plant. The current PC/software is outdated, running very slow and needs to be upgraded. The final quote presented by Mr. Marcellus was one that had previously been discussed, and this is to replace the Uninterrupted Power Supplies (UPSs) for servers and workstations in the Village office. Essentially these devices will help in the event of a power outage/power surge at the office.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to approve the PC upgrades for the Sewer Treatment Plant, not to exceed \$2000. Motion passed unanimously.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Smith to approve the quote for the UPSs for servers and workstations at the Village office. Motion passed unanimously.

Deputy Mayor Wadach talked to Mr. Marcellus about the Fire Department not wanting to transfer the phones to Ooma, but was concerned that the Fire Department was paying a large bill solely for a fax line. Mr. Marcellus stated that due to the nature of the department, they would be required to have a wired line, however there were ways to split the current line so it could receive faxes as well. He also stated that the fax line could solely be switched to an Ooma line for cost saving purposes.

#### **DPW – Ben Luft**

Nardozzi has returned to finish the sidewalk project. Mr. Luft stated there had been an issue at Mr. Bellinger's property (Michigan Ave.) with the grade of the catch basins. The engineer is coming tomorrow to take a look. They are hoping to fix the issue and still pour all the remaining sidewalks next Wednesday and Thursday. After the sidewalk has been poured the DPW crew will topsoil and seed while they wait on the subcontractors to blacktop. Hopefully by mid-September everything will be set and the DPW crew can hydroseed one last time.

The 15A project is moving along; currently the contractor has installed 12" pipe from Ziegler Drive past College St. This Thursday they are hoping to cut in the two 12" valves on the mail line by Ziegler. Mr. Luft stated that they are looking to add in a cut-in valve on Ziegler to help isolate the 4" main on 15A that the Village currently can't shut down. The cost of the valve is approximately \$11000. There are going to be a few more cut-in valves that will need to be added throughout various locations to make the switch over process possible, as well as a potential for another 4", 6" and 8" valve depending on which valves work. Mr. Luft requested that the contractors go down lower College St. from 15A to Elm St. as school is

## **Village of Lima Board Meeting**

August 24<sup>th</sup>, 2021

slated to start soon. This way construction is not being hindered by the traffic flow to the school. Deputy Mayor Wadach asked Mr. Luft the status of the final easement necessary for the 15A project. Mr. Luft said that he is still working on getting that easement and will have an update at our meeting on September 14<sup>th</sup>.

### ***Motion***

Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to approve the addition of the 4" valve on Ziegler, and up to 4 additional valves in various locations as deemed necessary, and to authorize Mayor Skiptunas to sign off on the change order when it is received. Motion passed unanimously.

Mr. Luft has been working with the Livingston County Water and Sewer Authority to capture images of the sewer lines to find sewer laterals. As of now they have run the cameras through approximately 2500 ft. of sewer lines. He stated that when the individual from LCWSA returns, he is going to try to have the camera run through the drainage pipe on Buell Ave to see if there are any rocks or debris causing the pipe to be clogged. He also discussed adding an inverted "T" on the drainage pipe that passes under Buell to prevent the pipe from clogging. From there they can move forward to come up with a plan. Mr. Luft still plans to discuss the situation on Buell Ave. with Village Engineer, Pat Nicoletta.

### **Clerk Report – Elissa Sackett**

Clerk Sackett started off by stating she had received a new Lima Volunteer Fire Department membership application. The application was dropped off by Chief McGrath. He stated that he had talked with the perspective member and he had approved him and thought he would be a vital asset to the department.

### ***Motion***

Motion was made by Deputy Mayor Wadach and seconded by Trustee Smith to approve Andrew Jonas as a new member of the Lima Volunteer Fire Department. Motion passed unanimously.

Clerk Sackett discussed the upcoming water/sewer billing. She stated that she had been informed by another Clerk that mailings need to be sent to all residents informing them of their rights for water service protections. These mailings will need to be sent with every billing from now until the end of the year, and are required especially if the Village wishes to re-levy water in the future. Clerk Sackett also asked if there was any notice that the board would like added to the September water bills. It was discussed to provide an update to the water project on the upcoming bills.

Clerk Sackett gave a brief update on the Code Project. She stated that she is continuing to work on the legal analysis documents and will be meeting with Attorney Lenahan in early September to continue to work on the project.

Lastly, Clerk Sackett had several invoices available for review. Payments by fund are the following:

- Ambulance: \$2398.02
- General: \$14067.80
- Water: \$18490.02
- Sewer: \$4019.12
- Capital Water: \$13482.51
- Capital Sewer: \$7856.75
- Grand Total: \$60314.22

### ***Motion***

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

## Village of Lima Board Meeting

August 24<sup>th</sup>, 2021

### **Business**

**Businesses Selling Goods in Village Right of Way** – Up and coming business, Milk and Honey, has requested to sell their good on the sidewalk in front of the store until they can open. There is nothing in the current Village code that states that a business can, or can't do so. The board discussed and agreed that they want to help out the owner, but there needs to be some guidelines set-forth. It was discussed that the owner will be required to obtain a Peddler's Permit, and would be limited to setting up outside to 2 days a week. The board approved for the owner to do this for a month, and will reevaluate at the second board meeting in September.

**Meeting with Senator Gallivan** – Mayor Skiptunas discussed that he and Supervisor Falk have a meeting scheduled with Senator Gallivan for September 8<sup>th</sup>. He asked the Board to please prepare any questions they would like him to ask at the meeting. Current topics open for discuss are upgrades to 15A, the status of the SAM grant the Village was awarded in 2018 (yet to receive), marijuana legislation, APRA legislation.

**ARPA Funds** – The board discussed again various ways to allocate the ARPA funds that the Village received. Attorney Lenahan stated Mayor Skiptunas should discuss this with Senator Gallivan, as NYCOM is still unsure as to what is defined as outdoor space upgrades (sidewalks, eligible upgrades in parks). Senator Gallivan's office should be able to give more of a direction as to what is eligible for use with these funds. Mayor Skiptunas will touch base at our September 14<sup>th</sup> meeting. Clerk Sackett reminded that although we have received the ARPA Funds, we do not have to encumber them until December 2023 and spend them by December 2024.

### **Roundtable Discussion**

Clerk Sackett informed Mr. Luft that branches were covering the speed limit sign on 5&20 across from Dalton Rd. It was also mentioned that branches on Eastwood were covering the sidewalk. Mr. Luft said that the DPW crew is working on getting the branches cut down. He said that on Eastwood many are residents' shrubs/trees that are overgrown and covering the sidewalk. He plans to have the crew try to trim these so they are no longer covering the sidewalk.

Trustee Smith stated that the Crossroads Council will be forming a 501c3. Once completed they will be closing out the account under the Village and opening a new account. Deputy Mayor Wadach suggested the council reach out to the Friends of the Library if they have any questions regarding the 501c3.

Trustee Smith also gave an update with the Park Commission. He stated that the Commission met with John-Ryan Samarra about his proposed Eagle Scout project, and discussed concerns that they had with him regarding the project. He also stated the Park Commission was in the process of updating/developing a plan for the park.

Deputy Mayor Wadach stated that he had been cleaning the Ambulance building for about a month now and he noticed the thermostat is set quite low. He recommended installing a new thermostat at the Ambulance base that Supervisor Luft could monitor to help on costs.

Mr. Luft discussed the situation with the sidewalks in front of Wright Works. He looked into purchasing a railing, same as across the street at Kruk's office. The cost of the railing was going to be almost \$4000 for 25 feet. The board discussed and agreed that painting a stripe on the sidewalk would suffice for the time being instead of spending the money to purchase the railing.

Mayor Skiptunas reminded the Board that there would be a Joint Town-Village Board meeting held on September 28<sup>th</sup> at 6pm. This will be prior to the regular Village board meeting. Current agenda will be the following:

## **Village of Lima Board Meeting**

August 24<sup>th</sup>, 2021

- Meeting with Senator Gallivan
- Mural Project
- Fire and Ambulance Contract
- Marijuana

If you have any other items you would like added to the agenda for the joint meeting, please email Clerk Sackett so she can add them. Mayor Skiptunas also stated that there would be a joint Town/Village Christmas party on December 16<sup>th</sup> at Fanatics. Cost per person would be \$15.

Motion was made by Trustee Petraitis and seconded by Trustee Fleming to enter Executive Session at 9:07 pm to discuss legal matters. Motion passed unanimously.

Meeting adjourned at 9:30pm.