

Village of Lima Board Meeting

October 13th, 2020

Present: John Correll, Mayor; John Wadach, Deputy Mayor; Trustees John Katatto, John Skiptunas

Absent: Trustee Joshua Petraitis

Others Present: Matthew Lenahan Esq.; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Tim Vandevelt, Fire Chief; Brian Crye, WWTP; Charlie Floeser, CEO; Mike Finucane, Ambulance; David Cabrera

The meeting of the Village of Lima was called to order by Mayor Correll and opened with the Pledge of Allegiance at 7:00 pm on Tuesday, October 13th, 2020.

Motion

Motion was made by Deputy Mayor Wadach and seconded by Trustee Skiptunas to approve meeting minutes from September 22nd, 2020. Motion passed unanimously.

Department Reports

Fire Chief Report – Tim Vandevelt

Chief Vandevelt passed out 3 new volunteer membership applications for the board to review. Chief Vandevelt stated that he had been working on sending letters to residents regarding dry hydrants, and also that he has secured permission from Elim to install. The county soil and water are on board.

Chief Vandevelt received quotes on flow meters for the trucks; quote came in at \$58,150 as both trucks would need multiple. DPW Superintendent Ben Luft will be reaching out to Pat Nicoletta or Blair about something to possibly go on the hydrants to measure flow and see about the cost for that.

Chief Vandevelt and the board again talked about the CAF truck. If the Village were to purchase, would have to come up with a plan regarding financing. Mayor Correll asked what the consensus of the truck committee was, and Deputy Mayor Wadach asked about the cost of maintenance on the truck. The Village has a 24/7 agreement with East Avon so is there something that can be beneficial to both departments? Chief Vandevelt did state that if a truck is limited to what it can carry, it could cause the department to drop to a Class 9 (lowest class) and that could also cause an increase in homeowners' insurance. Consensus was to table to next meeting.

Chief Vandevelt discussed about how to bring more individuals into the fire department and to be responsive when it comes to calls; need to have the manpower when called out. Trustee Katatto discussed that the State has a lot of regulations regarding incentives you can do which makes it very hard, but there are avenues to pursue.

Motion

Motion was made by Trustee Skiptunas and seconded by Deputy Mayor Wadach to approve the 3 new member applications. Motion passed unanimously.

Sewer Report – Brian Crye

See attached report

Mr. Crye passed around report stating that the WWTP was in 100% compliance for the month of September. Deputy Mayor Wadach asked Mr. Crye what it actually meant to be in compliance. Mr. Crye explained that it had to do with maintaining levels that had been set by the DEC.

Mr. Crye and Mr. Luft talked about the upcoming WWTP project. The cost is slated to be around \$3 million, however grants would reduce the cost down to \$1.5 million from the Village. This will be updating, disinfecting, replacing filters, etc. Big push from the DEC and EPA to get this completed.

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Ambulance Report – Mike Finucane

See attached report

Mr. Finucane stated that the Ambulance has received a steady increase in membership/drivers. The Ambulance has 7 new members up for approval; two new members are currently in the EMT classes. The Village does pay for individuals to take these classes and cost roughly \$350 pp (not mandatory to take the class). Several individuals are from out of town, but those that are out of town choose to stay right at the Ambulance base. Mr. Finucane did state that there are a lot of individuals who are drivers, but the Ambulance does still have a need for EMTs. Mayor Correll and Trustees discussed various incentives to keep EMTs as members.

Medex is starting to see lots of billing now for no transport. Discussed looking into charging for no transports as well, or to possibly raising rates. Mr. Finucane said that he will be getting a breakdown of the hours that are spent going to the no transport calls.

Discussed having supplies that are ordered delivered to the Village office rather than having them delivered directly to the Ambulance. They used to go to the old chief's house, but want to be more professional/diligent about the orders. Mr. Finucane discussed Trunk or Treat the Ambulance is hosting. Also asked about having a charge card for their account for purchases. Currently someone would have to purchase and then wait to be reimbursed by the Village.

Trustee Katatto stated that we should be running background checks for anyone who wishes to become a volunteer of the Ambulance or Fire Department prior to meetings. This way if there are any issues we know ahead of time.

Motion

Motion was made by Trustee Skiptunas and seconded by Deputy Mayor Wadach to approve the 7 new membership applications (Nicholas Hagadone, Brian Frew, Michael Holbrook, Joyce Kuch, Benjamin Beckley, Sophia Bunce, John Thomas). Motion passed unanimously.

Motion

Motion was made by Deputy Mayor Wadach and seconded by Trustee Katatto to have Clerk Sackett work with the Ambulance to have someone be added as an Authorized User on the Village credit card. Motion passed unanimously.

Motion

Motion made by Deputy Mayor Wadach and Trustee Katatto to have Clerk Sackett run any new membership requests through the DMV software database prior to board meetings. Motion passed unanimously.

CEO Report

See attached report

Mayor Correll and Attorney Lenahan discussed the General Code; Proposal for Codification Services. This would bring the General Code up to date and would have both local laws and zoning regulations. It would help cut down on phone calls to the CEO as residents could look items up themselves. Cost to update Codification is \$13,995 with an annual maintenance of \$1,195. Specifics may cost extra when have to use (ex: fees for Lawyers to review new laws).

Motion

Motion was made by Deputy Mayor Wadach and seconded by Trustee Katatto to go forward with the contract for the Codification Services. Motion passed unanimously.

Finance

Several invoices were available for approval to the Board. Breakdown of payments are the following:

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- General \$30,631.65
- Ambulance \$3,258.22
- Sewer \$2,467.66
- Water \$35,420.39

Mayor Correll discussed that with the Accounting system now being handled by EFPR Solutions, all that we need to supply to EFPR is a copy of the invoice with designation of where the funds are to come from. You do not need to write up a voucher to attach to the invoice as EFPR will print the voucher.

Deputy Mayor Wadach pointed out that several bills were hard to read and that they did not reflect the corresponding balances. Clerk Sackett apologized as she did not receive the vouchers until right before the meeting and would research the specific vouchers to verify why they did not balance. Trustee Katatto as well as Deputy Mayor Wadach asked that if a voucher is being split between different funds, could they all be added onto one voucher instead of having various vouchers as it is hard to read. Clerk Sackett stated that she would reach out to EFPR and ask, but was unsure if this was possible as they are all completed in the Accounting program. Prior all vouchers were written by hand, but once we convert to one Operating account the vouchers will be much easier to read.

Motion

Motion was made by Trustee Katatto and seconded by Trustee Skiptunas to approve payment of invoices presented. Motion passed unanimously.

DPW Report

Mr. Luft shared that new tires will be installed on the backhoe. Mr. Luft stated that he had also requested the uniform allowance for laborers; Clerk Sackett stated that she had sent to payment information to EFPR, but did not receive vouchers for payment. EFPR was questioning if it should be a payroll deduction. Each member of the DPW receives \$300 for clothing allowance. This is to be used to purchase clothing, as well as maintain their current clothing (washing, etc.). It saves money doing it this way instead of outsourcing uniforms to a company such as Cintas.

Motion

Motion made by Trustee Katatto and seconded by Trustee Skiptunas to approve the uniform allowance.

Mr. Luft sent an email to Attorney Lenahan regarding the purchase of property on Dublin Street. The cost of the property would be broken down between 3 accounts (50% Central garage, 25% water, 25% sewer). Deputy Mayor Wadach stated that once the property is acquired, the Village could look into selling the old pumphouse. The proceeds from that could be used for upgrading the property on Dublin. Attorney Lenahan also stated that for purchasing property the Village has to have a specific purpose.

The DPW had two new employees that started last week; Terry Dettman and Cameron Colt. Mr. Luft has shown them around the village and both seem to be eager to learn.

Old News

Pathstone

Pathstone PILOT proposal is \$60K per year to be split amongst entities with a 2% increase per year for 10 years. Mayor Correll spoke to the Assessor Tami Snyder and she states that with market appraisal for the proposed property, taxes would be roughly \$160K for all entities. Trustee Katatto stated that is there a way we can get closer to a number that is feasible for the Village.

LED Replacement

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LED Replacement is currently at a standstill (still waiting on Public Service Commission). The Village did receive a Smart City Award in the amount of \$40,000 which will be u-sed for a 5G Wi-Fi system in the central business district.

Water Tower Project

Water Tower Project is currently in the final stages. The inside is coated on top, and by the end of the week the outside should be finished and then the Vault at the bottom will be completed. Mr. Luft stated that the vault piping would only be around another \$2K to go from 8” to 12” piping and with the cost low it makes sense to do the upgrade now.

Motion

Motion made by Deputy Mayor Wadach and seconded by Trustee Skiptunas to upgrade from 8” to 12” piping in the vault of the water tower.

Mayor Correll noted that the Village has been looking into upsizing the pipe that runs along Lake Avenue. Have not heard back from the town yet regarding the upgrade. Mayor Correll also stated that this is more than likely the last 30-year reconstruction of the current water tower; eventually there will be a need for a new tower. This may be a good time to start to look at property to prepare for when that time comes and start negotiations.

Water Billing Conversion

New monthly bills have been sent to residents. If a resident chooses to pay their bill via e-check or with a debit/credit card, they will be charged a fee. This is because it is a 3rd party vendor (FIS). If resident chooses to have the Village automatically deduct their charge then there is no fee. Clerk Sackett also stated that bills look like they are receiving two back to back large bills, however most of these are previous quarter charges (bills crossed in the mail). If a resident has a question on their bill, they can call the Village and Clerk Sackett will be able to access their account. Trustee Katatto stated that it is a little worrisome with ACH withdrawals if there is an error with someone’s bill. We want to ensure that we are not pulling a bill when it is an astronomical amount (thousands of dollars). Clerk Sackett stated that the new reports are combed and sorted by usage before they are processed and we will be diligent to continue to do so. Mayor Correll also stated that Clerk Sackett should use discretion when residents call regarding their water/sewer bills. It is inefficient to constantly call on the DPW to go and check the homes especially if we can see there was a high usage and then it goes back down.

Community Solar

Next meeting will be held October 20, 2020 at the Ambulance. Deputy Mayor Wadach will contact Harold Falls to verify the room is available.

New Business

Mayor Correll has been in talks with the County about creating two new temp/part time/seasonal DPW employees. A job description for said DPW employees was distributed. This will help alleviate some of the duties on Mr. Luft so he can focus on the several large projects that will be coming within the next year.

Motion

Motion made by Deputy Mayor Wadach and seconded by Trustee Katatto to empower Mayor Correll to create these two new DPW positions, to be filled when necessary.

Employee benefits (health insurance) open enrollment for 2021 is coming up very soon. Bond (broker) has sent over the information regarding the current premiums offered and the increase in price between the two (see enclosure). If employees choose to participate in the HSA plan, the village will pay 99% of the premium as well as fund the deductible. If employees choose to participate in the Platinum plan the village will pay 90% of the premium.

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Motion

Motion made by Deputy Mayor Wadach and seconded by Trustee Skiptunas to keep the plans the same for 2021.

Mayor Correll stated that he has a meeting on Friday regarding fireworks for 2021 and then an order will need to be placed. Trustee Skiptunas asked to attend the meeting as well. In the past the Village has contracted and the Town has shared the cost, but this year the Town wants to be added to the contract as well.

Roundtable Discussion

Deputy Mayor Wadach discussed construction at the Dog Park. Kathy Gardner is going to be making a donation to the park. Looking at construction of a 16x24 pavilion at the park (see drawing). This will be brought up at the next joint meeting with the Town. It was also brought up that the Village is looking at the cost to run a pipe from Ziegler to the pavilion so there is water access.

Trustee Skiptunas brought up that there was work being done at Georges (looks like a pipe being installed). Trustee Skiptunas asked when leaf pick up was in the village, to which Mr. Luft stated that it has started and will run until either Mid-November or the first snow fall. Trustee Skiptunas stated that he is working still on putting the packages together regarding grants to tie into getting taps for water/sewer and the information on how it will help those who need it.

Trustee Katatto stated that the first draft of the employee handbook is completed and has been sent to Mayor Correll.

RESOLUTION

WHEREAS, by Resolution of the Board of Trustees of the Village of Lima, made at a regular meeting of said Board held on the 13th day of October, 2020, hereby requests that the County of Livingston collect delinquent Villages taxes for the tax levy June 2020; and

WHEREAS, the Village Board of Trustees is required to adopt a Resolution providing for the levy of taxes and for the addition to the tax roll of any unpaid charges;

NOW, THEREFORE, upon motion by Deputy Mayor John Wadach, seconded by Trustee John Kattato, it is hereby

RESOLVED that the Village of Lima officially requests that the County of Livingston collect certain delinquent Village taxes for the tax levy of June 2020 as of October 1, 2020, pursuant to Section 1442 of the New York State Real Property Law.

10:15 PM Motion made by Trustee Katatto and seconded by Trustee Skiptunas to enter Executive Session to discuss personnel.

10:45 Executive session ended. Meeting adjourned.