

## **Village of Lima Board Meeting**

February 9<sup>th</sup>, 2021

**Present:** John Wadach, Mayor; John Skiptunas, Deputy Mayor; Trustees John Kattato, Joshua Petraitis.

**Others Present:** Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Tim Vandevelt, Fire Chief; Mike Finucane, Ambulance; Dan Marcellus, SkyPort IT; Brian Smith.

**Absent:** David Cabrera, Trustee

The meeting of the Village of Lima was called to order by Mayor Wadach at 7pm Tuesday, February 9<sup>th</sup>, 2021 and opened with the Pledge of Allegiance.

### ***Motion***

Motion was made by Deputy Mayor Skiptunas and seconded by Trustee Kattato to approve meeting minutes from January 26<sup>th</sup>, 2021. Motion passed unanimously.

### **Department Reports**

#### **Fire Department – Tim Vandevelt, Chief**

Chief Vandevelt requested to have \$16,000 transferred from the Fire Department Building Reserves to replace 2 roof HVAC units. These are both heating and cooling pumps. He said that the Fire Department President has received estimates and with labor it should not go over the requested amount. Currently there is very little heat in the fire department.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Skiptunas to transfer out \$16,000 from the Fire Department Building Reserve fund to replace 2 roof HVAC units at the fire department. Motion passed unanimously.

Chief Vandevelt also stated that he was still up in the air on the budget. Mayor Wadach discussed with him that our accounting group is still reconciling our records. DPW Superintendent Luft gave clarification on some of the transactions Chief Vandevelt had questions on.

#### **Ambulance – Mike Finucane, Captain**

Captain Finucane discussed the report that was passed around. He talked about the new EMT applicant, Aleksander Dombrowski. He is a current EMT and is moving to the area for school. Mayor Wadach asked Captain Finucane to please have a line added stating that the applicant has been approved by either the Captain or Chief, as well as has had a successful DMV check completed.

### ***Motion***

Motion was made by Deputy Mayor Skiptunas and seconded by Trustee Petraitis to approve Aleksander Dombrowski, contingent on successful DMV check. Motion passed unanimously.

Captain Finucane asked several questions related to finance of the Ambulance. He stated that the Ambulance was trying to open a tax-exempt account at Walmart and they needed to provide a ST/119 tax exempt number. Attorney Lenahan stated that he would check into what is needed to get the necessary number for the Ambulance. Captain Finucane asked about the credit card status. Clerk Sackett stated that her card is still not active and that Mr. Luft is the only one that is able to access the account. The board discussed that since the AUD is completed, that we will look into acquiring a credit card from Five-Star Bank so that way we can get a card easier for the Ambulance. In the meantime, we will continue to order necessary supplies from Amazon or Staples for them.

Captain Finucane asked if the Village has any contact info for the area apartments, or keys to the buildings. The Village does not have such information, but it was suggested that they check with Charlie Floeser (Codes) to see if he has such information, or to check with the Fire Department. He stated that sometimes while they are on a call it is hard to access the necessary buildings. Captain Finucane also

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asked if the Village Attorney needed to approve any changes to the by-laws. Attorney Lenahan stated that he did not need to approve them, however if the Ambulance wanted him to look them over, he would gladly do so.

Captain Finucane discussed the need to purchase a new “Fly Car”. The current vehicle is over 20 years old and is on its last leg. He stated that they would be looking to purchase this out of the Ambulance Reserve Fund and that they believe it would cost between \$30K - \$40K. The vehicle is equipped, goes out on every call and goes home only with an EMT so they can get in the vehicle and go. Mayor Wadach suggested that the Ambulance see if there is a state bid that they could piggy back off of for the vehicle.

Lastly, Captain Finucane brought up that the Ambulance had discussed wanting to increase the price of transport, as well as starting to charge for non-transport calls. He also stated that he has had some residents worrying about not being able to pay their bills that they received and asked if creditors come after residents for non-payment. Clerk Sackett stated that she would reach out to Lynette at Medex and ask for the current rates and collection policies.

In regards to the Ambulance, Deputy Mayor Skiptunas passed around a quote received from Miller Plumbing to add the necessary plumbing for the Ambulance to have a washer/dryer installed. He stated he still needed to get a quote from Larry Caplan for the electrical side, but that the quote was very reasonable.

### ***Motion***

Motion was made by Deputy Mayor Skiptunas and seconded by Trustee Petraitis to accept the bid from Miller Plumbing to add the necessary plumbing for the Ambulance to have a washer/dryer installed. This will be paid for by the Ambulance. Motion passed unanimously.

### **Sewer Report – Brian Crye (Absent)**

Mr. Crye’s report was passed around for the Board to view. Report stated that the Sewer Treatment plant was in 100% compliance for the month of January.

### **CEO Report – Charlie Floeser (Absent)**

CEO Floeser’s report was passed around for the Board to view. Report stated that the 2 sign permits had been issued, as well as discussed inspections and trainings he had completed in the month of January.

### **DPW Report – Ben Luft.**

Mr. Luft said his new employee, Alex White, had just started. He is doing well, enjoying the hands-on work and is currently working out well. He also stated that the Town inquired about splitting the cost with the Village to purchase a tamper for the mini excavator. Mr. Luft said the Village cost would be approximately \$3500 and would be paid for out of the Street Reserve fund. He said it is beneficial for the Village because they do use the equipment quite often.

### ***Motion***

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Skiptunas to use \$3500 from the Street Reserves fund to purchase a new tamper for the mini excavator. Motion passed unanimously.

Mr. Luft gave an update on the Water Tower project. He said that the piping is finished, the valves have been flipped and the tower is filled up to 300 ft, which is what is used. The first and second sets of sampling had been completed and the results should be back by Friday. As long as both sets of samples come back clear, the tower will be able to go back online. Mr. Luft said that there is clean up that needs to be completed at the tower, but it will need to be completed in the spring when the weather is better. He also stated that the light is up and aligned on top of the tower, all that is left is the cell towers need to be put back up. The corresponding companies have been notified and will add these back on themselves.

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### **Clerk Report – Elissa Sackett**

Clerk Sackett along with Mr. Luft discussed the AUD that had been completed and filed. It is not as user friendly as in the past; therefore, it is difficult to read. After much discussion, it was decided that Clerk Sackett contact EFPR Solutions to set up a meeting with herself and Mr. Luft to discuss the AUD and have them answer any questions.

Clerk Sackett discussed the cost of implementing a new accounting program through Edmonds GovTech. To install the software for accounting as well as payroll, the cost would be around \$20K, with a 6-8 month to get it up and running. The cost for monthly support for both services would be around \$7K.

Lastly, Clerk Sackett had several invoices available for the board to review/approve. The amounts were as follows:

- Ambulance: \$4494.74
- General: \$44422.36
- Sewer: \$1708.03
- Sewer Capital: \$2819.00
- Water: \$1639.21
- Water Capital: \$13629.11

### ***Motion***

Motion was made by Trustee Petraitis, and seconded by Trustee Kattato to approve invoices for payment. Motion passed unanimously.

### **Old Business**

**Land on W. Main** – Mayor Wadach stated that the business that is going in does not want to purchase the piece of Village property, rather they want to beautify it. They are looking at planting trees and grass in the area. Mr. Luft stated that it is very narrow and the main storm sewer runs under the property, so trees may not be the best as roots could grow into the storm sewer. Deputy Mayor Skiptunas suggested that planters be used in place of trees.

**SAM Grant** – Mayor Wadach mailed out a letter to Senator Gallivan’s office regarding the disbursement of the SAM grant funds. He is waiting to hear back on that.

**Surety Bond/Letter of Credit** – Mayor Wadach and Clerk Sackett signed the GIA form necessary to obtain the Surety Bond with Attorney Lenahan and Mr. Luft signing as witnesses. Clerk Sackett will send the form to Eastern Shore first thing in the morning.

**Mark Tubbs Park** – Mayor Wadach discussed that the cost of the 6” line for the proposed dog park is not conducive, and to explore the options of the 1” line. Mr. Luft said that it would need to be drained at the sewer plant in the winter time to prevent the line from freezing. Deputy Mayor Skiptunas suggested that the Village continue to look for a grant as the Village would like to have fire prevention at the park. The board discussed the pavilion as well as the fence in regards to location and materials. Mayor Wadach also stated that more parking bollards are needed at the park. These will be located by the horseshoe pit and on the west side of the parking lot.

### **New Business**

**Joint Town/Village Meeting** – The joint Town and Village Board Meeting has been set for February 25<sup>th</sup> at 6:30 pm at the Town Hall.

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**NYSERDA Clean Energy Grant** – Mayor Wadach stated that NYSERDA has started to put a substantial amount of money into the clean energy program. For the program, points are awarded based off of various energy efficient projects completed by the municipality. For the various improvements, municipalities could potentially receive grants in excess of \$100k. Mayor Wadach stated that he will attend a webinar that will discuss more opportunities pertaining to the grant. Deputy Mayor Skiptunas added that if the Village were to receive funds, this could tie in to the water line at the park.

### **Round Table Discussion**

Deputy Mayor Skiptunas talked about a couple of meetings he has scheduled. He stated that the Park Planning Commission is set to have a meeting in the coming week. He asked that Clerk Sackett please print off a copy of the Park Master Plan for each member of the commission. He also stated that he had to reschedule his meeting with Tony Tundryk and Ken Zuber regarding assembling letters to residents about the 15A water main project. He said he would send to Attorney Lenahan to look over the information once collected.

Deputy Mayor Skiptunas talked about the Economic Development picking up. Signage for area towns will be color coded to help direct residents. The color designated for Lima is yellow. He said that it was noted that Lima has more placards than any other area. Most signs are geared more towards pedestrians; not a lot of signs are for traffic. This is something being looked into with the DOT.

Lastly Deputy Mayor Skiptunas stated that those who are interested in receiving the Covid vaccine are able to get on a list. Please let him know if you are interested

Trustee Cabrera (absent) stated that currently 120 individuals have stated interest in the Empire Access project. Currently he is working with Dan Marcellus with Wi-Fi. They are looking at a possible hot spot in the park along with cameras.

Trustee Kattato discussed the roof top of the Fire Department. Mr. Luft stated that the Fire Department President handles all the building maintenance, and the Chief brings the information before the board. The Village will review the quotes prior to the funds being dispersed.

Trustee Petraitis said he talked to Village Administrator Brian Anderson in Honeoye Falls about the flashing pedestrian sign they currently have. He said that the total cost of the sign was roughly \$12k (sign, pole, base, solar), however if something were to happen to the sign, it would be taken care of by the county as it is on a county road. He said he plans to contact Avon about their sign, as they have one on 5&20 which is a state road.

Clerk Sackett asked if there was any update regarding the employee handbook. Trustee Kattato said that he had sent a draft to John Correll, but it had stalled when he left. He said he would forward what he had sent to John Correll to Clerk Sackett and Attorney Lenahan to review.

Attorney Lenahan said that he was finishing completing the easements for the water project. He currently has 8 out of the 10 completed and then will send to the homeowners. He also reminded that the Tax Cap Override Public Hearing was set for the next board meeting.

Meeting was adjourned at 10:07 pm.