

Village of Lima Board Meeting Minutes

August 11th, 2026

Present: John Skiptunas, Mayor; Daniel Marcellus, Deputy Mayor; Trustees Brian Smith, Ben Dodzweit and Joshua Petraitis.

Others Present: Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Dick Garey, Fire Chief; David Sansone, Asst. Ambulance Chief; David Kirkwood, WWTP Operator; Several residents.

Absent: Charlie Floeser, CEO.

The meeting of the Village of Lima was called to order Mayor Skiptunas at 7:00pm Tuesday, August 11, 2026, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance and a moment of silence in remembrance of Richard Garey Sr.

A motion was made by Trustee Petraitis and seconded by Trustee Dodzweit to approve the meeting minutes from July 14, 2026. Motion carried.

Mayor Skiptunas introduced Ms. Megan O’Leary, Esq. to the board and audience and requested to appoint Attorney O’Leary as the Interim Village Attorney, effective immediately.

Motion

Motion was made by and seconded by to appoint Attorney O’Leary as the Interim Village Attorney and approve Mayor Skiptunas to execute the contract between Attorney O’Leary and the Village of Lima as written. Motion carried.

Guest

Jeanne Beutner – Ms. Beutner asked for an update regarding the proposed building at Mark Tubbs Park. Trustee Smith provided an update regarding the funding and anticipates having an unveiling of the proposed building (design) at the Lima Pumpkin Festival in October. Discussions were held regarding the maintenance costs and timeline of the project. More information will be available as designs move forward.

Department Reports

Fire Department – Dick Garey, Fire Chief

Chief Garey discussed the fire report. The SCBA inspection is coming up in October, and several bottles are in need of replacement. The fire department did apply for a NYS grant to replace these bottles, but it is not known yet if that will be awarded. If it is not awarded, Chief Garey will need to pull money out of the Air Pack Reserve to make the necessary replacements and repairs.

Pumper 234 is still for sale. It is listed on the Garage website for \$27,500, but it has had no offers as of yet. He plans to lower the price this week to \$24,900 to see if that brings any interest. The truck is still good for use, but it is a manual shift which makes it a little more difficult to sell.

Ambulance – David Sansone, Asst. Ambulance Chief

Asst. Chief Sansone discussed the ambulance report. The ambulance foundation has purchased additional CPR manikins at a discount and will be donating them to the volunteer ambulance. Callie Rabe requested to speak and praised Chief Rose and the ambulance staff for their compassion and how quickly they responded to an emergency that recently took place.

WWTP – David Kirkwood, Plant Operator

Mr. Kirkwood discussed the wastewater treatment plant report. He has been working on the Asset Management Program with Jacobs. The information currently in the system needs to be updated.

Village of Lima Board Meeting Minutes

August 11th, 2026

Sewer Specialties will be on site the 12th and 13th to complete sewer repairs. The main focus will be to complete a repair on Rochester St. and then from there other minor areas that Mr. Kirkwood has pin pointed. Mayor Skiptunas inquired if repairs on Ziegler Dr. will be completed at this time; they will not. Mr. Kirkwood explained that is a separate issue and will be a large repair job in the future.

Code Enforcement Officer (CEO) – Charlie Floeser

Please review report provided by CEO Floeser.

DPW – Ben Luft

The new dump truck has been ordered and anticipated delivery date is January. The paperwork for the brush pile to be chipped has been signed, just waiting for a date to be scheduled. Hopefully this will be completed by fall. Mr. Luft continues to look for a new leaf machine tractor. He has received quotes for the tractor and specs but needs to still test drive a similar tractor and make sure that the transmission fits the needs of the village. The tractor will be funded through CHIPS, so we will pay and then be reimbursed by the state.

The old shed has been moved at the ambulance base, and the blacktop has been dug out for the new pad. Mr. Luft will continue to work with Chief Rose, Steve Werner and Superior walls as to what the next steps are and what is needed from the crew.

Evergreen St. is set to be paved August 31 and September 1. Letters will go out to residents about a week ahead of time notifying them of the paving and that the street will be closed for a period of time. The paving will be a little more challenging due to Evergreen Ext. not having a very good base. Mr. Luft is hoping that it will still be able to be milled, and a top coat can be added to that portion.

Clerk Report – Elissa Sackett

Clerk Sackett is working on adding a page to the village website specifically for the park. If there is anything specific that the board would like add to the website regarding the park, please let me know. Also, if you have photos you want added please email them to me.

Another issue that has risen with streetlights is causing increased data consumption. Per NYPA, there is a synchronization problem between the field-installed gateways and the Lighting Gale application, so it is causing excessive communication between the gateway and the online portal. They were actually unaware there was an issue until I reached out asking why we would be going through so much data.

Discussed issues with Dish Wireless, LLC. The village received notice that Dish Wireless has filed for Chapter 11 bankruptcy. The most recent document received by the village lists the equipment on the water tower as “abandoned property”. Documents will be given to Attorney O’Leary for review and to provide guidance on the next steps for the village.

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

- Ambulance Fund: \$9778.02
- General Fund: \$18633.00
- Sewer Fund: \$1257.33
- Water Fund: \$22553.53

Village of Lima Board Meeting Minutes

August 11th, 2026

- Capital Fiber: \$ -
- Grand Total: \$52221.88

Motion

Motion was made by Trustee Petraitis and seconded by Trustee Smith to authorize payment of invoices. Motion carried.

Board Reports

Mayor Skiptunas

- Thanked Mr. Luft and the crew for all their work preparing for the 4th of July events and the Crossroads Festival. He also thanked Deputy Mayor Marcellus and Trustee Smith for all their hard work and dedication to ensuring the Crossroads Festival was a success.
- Presented the Park Commission with a donation of \$650 that was raised from the 4th of July vendors.
- Received notification from Senator Helming that the SAM Grant owed to the village has been approved. The village should receive the funds hopefully Q1 of 2027.
- Will be out of the office August 14 – 29 with limited cell service. Please contact Deputy Mayor Marcellus in his absence.

Deputy Mayor Marcellus

- Deputy Mayor Marcellus discussed his report.
- Discussed several items to be added to the working meeting on Sept. 22 including a website review, the sound code, and unlicensed vehicle code review.
- Developing a share services agreement to be discussed with the town regarding IT services and the use of Zoom for meetings. He will be meeting with the Supervisor soon and will discuss further at a later date.

Trustee Smith

- Trustee Smith discussed his report.
- Requested an amendment to the May 12, 2026, Resolution for the Lima Pumpkin Festival to include the use of UTV's, golf carts and other means of conveyance on village roads for the purpose of enhancing the festival, adhering to the following criteria:
 - In use by Festival personnel for the benefit of the festival.
 - Insured under the Blanket Insurance Policy of the Festival or other commercial insurance.

Motion was made by Trustee Smith and seconded by Mayor Skiptunas to amend the May 12, 2026 resolution for the Lima Pumpkin Festival to add the use of UTV's, golf carts and other means of conveyance on village roads for the purpose of enhancing the festival, adhering to the criteria listed above. Motion carried.

- Requested holding a working meeting moving forward to keep lines of communication open and moving forward. Board agreed to schedule meeting on Sept. 22, 2026 @ 7pm.
- Discussed the Meadow View sidewalk extension. Will more than likely take place next year as there are drainage issues and gradient issues that need to be addressed prior to pouring concrete.

Trustee Petraitis

- The bike racks are installed and key for the racks will be at the village office.
- The dock project is being worked on now and lumber will be ordered. The invoice will go directly to the village.

Trustee Dodzweit

- Discussed how helpful members of the church were in regard to moving furniture from one apartment to another for a member of the community.

Village of Lima Board Meeting Minutes

August 11th, 2026

Policy and Procedures

Ethics – Policy will be reviewed at September 22nd work session. Please review current policy prior to meeting and be prepared to discuss.

Parks Commission

Trustee Smith discussed the memorial plaque to be erected on the property that was donated to the village by the O'Brien family. Mr. Luft expressed concern placing at the location designated in the agreement due to the trees in the area. See attached resolution.

Old Business

No old business was discussed.

New Business

NYSDOT Undertaking – The Department of Transportation has reached out as the current Municipal Undertaking for the village is long expired and they are requesting a new one be signed. Having an up-to-date undertaking can make the highway work permit review process go much quicker. See attached resolution.

Public Comment

No public comment.

Executive Session

No Executive Session.

Motion was made by Trustee Smith and seconded by Trustee Petraitis to adjourn the meeting at 8:37pm. Motion carried.

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.**

Village of Lima Board Meeting Minutes

August 11th, 2026

**VILLAGE OF LIMA
COUNTY OF LIVINGSTON, STATE OF NEW YORK
RESOLUTION NO. 5-2026**

**RESOLUTION AUTHORIZING THE CONSTRUCTION AND ERECTION OF A
MEMORIAL PLAQUE IN ACCORDANCE WITH THE DONATION AGREEMENT
FOR THE PARK PROPERTY**

WHEREAS, the Village of Lima (the “Village”) entered into a Donation Agreement (the “Agreement”) pursuant to which certain real property was donated to the Village for use as a public park (the “Property”); and

WHEREAS, as a condition of the donor’s obligations under the Agreement, the donor and the Village agreed to the form, substance, and cost of a memorial plaque commemorating William and Geraldine O’Brien and their lifetime support, service, and dedication to the Town and Village of Lima (the “Memorial Plaque”); and

WHEREAS, the Agreement provides that the Memorial Plaque shall be set inside a natural stone boulder located in the southwest corner of the Property, adjacent to the existing sidewalk; and

WHEREAS, the Agreement provides that the Memorial Plaque shall contain the following inscription:

“Dedicated to William and Geraldine O’Brien with our deepest gratitude for their lifetime support and dedication to the Town and Village of Lima.

Bill O’Brien

Mayor – 1968 – 1976

Fire Chief – 1965 & 1966

Fire Department Member 1954 – 1986”

WHEREAS, pursuant to the Agreement, the Memorial Plaque is to be constructed at the Village’s expense by a vendor selected by the Village in its sole discretion and erected by the Village on the Property within a reasonable time following the closing of the conveyance; and

WHEREAS, the Village Board of Trustees wishes to fulfill the Village’s obligations under the Agreement and formally authorize the construction and erection of the Memorial Plaque.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees of the Village of Lima, New York, as follows:

1. **The Village Board hereby approves and authorizes** the construction and erection of the Memorial Plaque in accordance with the terms of the Agreement.
2. **The Memorial Plaque shall be located** inside a natural stone boulder to be placed in the southwest corner of the Property, adjacent to the existing sidewalk.
3. **The inscription set forth above is hereby approved** as the inscription to be placed on the Memorial Plaque.

Village of Lima Board Meeting Minutes

August 11th, 2026

4. **The Town and Village Joint Park Commission are hereby authorized** to obtain quotations, select a vendor, and take all actions necessary to cause the Memorial Plaque and natural stone boulder to be constructed and installed, subject to applicable Village procurement requirements and the availability of appropriated funds.
5. **The Town and Village Joint Park Commission are hereby further authorized** to execute any documents and take such additional actions as may be necessary or appropriate to effectuate the purposes of this Resolution and satisfy the Village's obligations under the Agreement.
6. **This Resolution shall take effect immediately upon adoption.**

BOARD ACTION

Motion made by Trustee Smith

Seconded by Deputy Mayor Marcellus

Upon roll call vote:

John Skiptunas, Mayor	- Aye
Daniel Marcellus, Deputy Mayor	- Aye
Brian Smith, Trustee	- Aye
Joshua Petraitis, Trustee	- Aye
Ben Dodzweit, Trustee	- Aye

Resolution:

X Carried ☐ Defeated

Dated: August 11, 2026

CERTIFICATION

I, the undersigned Village Clerk of the Village of Lima, New York, hereby certify that the foregoing Resolution was duly adopted by the Village Board of Trustees of the Village of Lima at a meeting duly held on August 11, 2026, and that the same remains in full force and effect.



Village Clerk

Date: August 11, 2026

Village of Lima Board Meeting Minutes

August 11th, 2026

**VILLAGE OF LIMA
RESOLUTION NO. 6 - 2026**

**RESOLUTION AUTHORIZING EXECUTION OF NEW YORK STATE DEPARTMENT
OF TRANSPORTATION UNDERTAKING**

WHEREAS, the Village of Lima (“Village”) from time to time conducts activities and operations within or affecting State highway right-of-way under the jurisdiction of the New York State Department of Transportation (“NYSDOT”); and

WHEREAS, such activities may require permits from NYSDOT for the obstruction, installation, construction, maintenance, operation, or other work affecting State highways or State highway right-of-way; and

WHEREAS, NYSDOT requires the Village to execute an **Undertaking for the Benefit of the New York State Department of Transportation in Connection with Work Affecting State Highways (PERM 1)** as a condition of obtaining and maintaining certain permits; and

WHEREAS, the Undertaking establishes the Village’s responsibilities with respect to compliance with applicable laws, rules, regulations, NYSDOT permit conditions, temporary traffic control, restoration of State facilities, payment of costs and liens, and the defense, indemnification, and holding harmless of the State of New York and NYSDOT, to the fullest extent permitted by law; and

WHEREAS, the Board of Trustees of the Village has reviewed the NYSDOT Undertaking and determined that execution of the Undertaking is necessary and appropriate to facilitate the Village’s ability to obtain and utilize NYSDOT permits for municipal activities affecting State highways and State highway right-of-way;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Lima hereby approves and authorizes the execution and submission of the **New York State Department of Transportation PERM 1 Undertaking** for the benefit of the New York State Department of Transportation;

BE IT FURTHER RESOLVED, that the Mayor of the Village, or such other authorized officer or employee as permitted by law, is hereby authorized and directed to execute the Undertaking and any related documents necessary to carry out the purposes of this resolution;

BE IT FURTHER RESOLVED, that the Village shall comply with the obligations and conditions contained in the executed Undertaking and in any NYSDOT permits issued pursuant thereto, subject to applicable law and the terms of the Undertaking;

Village of Lima Board Meeting Minutes

August 11th, 2026

BE IT FINALLY RESOLVED, that this resolution shall take effect immediately upon adoption.

BOARD ACTION

Motion made by Trustee Smith

Seconded by Trustee Petraitis

Upon roll call vote:

John Skiptunas, Mayor	- Aye
Daniel Marcellus, Deputy Mayor	- Aye
Brian Smith, Trustee	- Aye
Joshua Petraitis, Trustee	- Aye
Ben Dodzweit, Trustee	- Aye

Resolution:

☐ Carried ☐ Defeated

Dated: August 11, 2026

CERTIFICATION

I, the undersigned Village Clerk of the Village of Lima, New York, hereby certify that the foregoing Resolution was duly adopted by the Village Board of Trustees of the Village of Lima at a meeting duly held on August 11, 2026, and that the same remains in full force and effect.



Village Clerk

Date: August 11, 2026