

Village of Lima Board Meeting Minutes

November 11th, 2025

Present: John Skiptunas, Mayor; Brian Smith, Deputy Mayor; Trustees Ben Dodzweit, Joshua Petraitis, and Erika Reinhardt-Roggow.

Others Present: Matthew Lenahan, Attorney; Elissa Sackett, Clerk; Ben Luft, DPW Supervisor; Dick Garey, Fire Chief; Meg Rose, Ambulance Chief; David Kirkwood, WWTP Operator; Andy Luft, Fire Department; Several residents.

Absent: Charlie Floeser, CEO; David Kirkwood, WWTP Operator.

The meeting of the Village of Lima was called to order Mayor Skiptunas at 7:00pm Tuesday, November 11th, 2025, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance.

A motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to approve the meeting minutes from October 14th, 2025. Motion carried.

Resolution Related to the Conduct of and Public Comment at Board Meetings – Mayor Skiptunas read the prepared resolution and Attorney Lenahan helped explain said resolution. This resolution is presented to help streamline the meetings. See attached resolution.

Public Comment: Water Agreements between the Town and Village of Lima and Livingston County Water and Sewer Authority – Jason Molino, Executive Director of Livingston County Water and Sewer Authority gave an overview of the four contracts pertaining to the Village of Lima and The Town of Lima as well as LCWSA for Water District 5 and asked questions residents had regarding.

Public Comment: Proposed Inclusivity Statement – Several residents read prepared statements regarding the proposed inclusivity statement as written. Suggestions were made about the statement, such as alphabetizing characteristics listed, and adding language that would encompass everyone. The board discussed, gave their own perspective, and motioned to approve. See attached for finalized statement.

Motion

Motion was made by Trustee Reinhardt-Roggow and seconded by Mayor Skiptunas to adopt the Inclusivity Statement with the added changes presented by both board members and the community. Motion carried.

Public Comment: General Comments

- Jeanne Beutner asked about the Code Enforcement Officer. This is an agenda item and will be discussed at that time.
- John Wadach stated he attended the Town board meeting on 11/4 and asked again about the ambulance funding. The Town has deferred budget discussions including the ambulance to a meeting scheduled on 11/18. Mr. Wadach asked that representatives from the Village board be present at the Town meeting to advocate for the funding towards the ambulance and request that the current contract be amended to add the additional funds.

Village of Lima Board Meeting Minutes

November 11th, 2025

Guest – Steve Werner

Mr. Werner discussed the Pumpkin Festival statistics for 2025. He also expressed displeasure with comments made about the pavilion not being taken care of after the event. Clerk Sackett explained that an individual who reserved the pavilion left a voicemail stating that there were items still in the pavilion. She asked Deputy Mayor Smith to please discuss at the Park's Commission meeting as it has been happening after all events at the park. Both residents and non-residents pay to reserve the pavilion, and everyone needs to do their due diligence to ensure the pavilion is ready for anyone to use.

Department Reports

Fire Department – Dick Garey, Fire Chief, Andy Luft

Chief Garey discussed the October report. He discussed several repairs that will need to be made over the course of the next several months on various pieces of equipment. One application for membership was presented for approval. The individual was previously a member, left for a length of time, and is now requesting to rejoin. Mr. A. Luft requested approval to withdrawal \$3850 from the Fire Building Reserve to pay for the parking lot sealing and striping at the firehouse. Lastly, Line Officers went to Churchville Fire Department to train on the new pumper. Anticipation pick up date is November 18th contingent on final approval from the board. The pumper will need to be outfitted with all of Lima equipment. The target date for the pumper to be in service is March 2026.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to approve the expenditure of up to \$350k to purchase a 2010 Pierce Pumper Fire Truck and accessories. Motion carried.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to approve Barry Burke as a member of the Lima Volunteer Fire Department. Motion carried.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Reinhardt-Roggow to approve the expenditure of \$3850 from the Fire Building Reserve to pay for the parking lot sealing and striping at the firehouse. Motion carried.

Ambulance – Meg Rose, Ambulance Chief (Absent)

Chief Rose discussed the October report as well as a 4-year report she prepared. Ambulance 2881 has been in the shop for repairs. The ambulance is old and will need to be replaced soon. A proposal will be presented to the board when it is ready. Captain Muscato is also working on a formal ALS plan for Lima, which will weigh out the pros and cons of upgrading. Volunteers are needed for the non-profit committee. Mr. A. Luft requested approval to withdrawal \$8200 from the Ambulance building reserve to pay for the sealing and striping of the ambulance base parking lot. Applications are on the Lima ambulance website if interested. Mayor Skiptunas is working on an Advisory Committee for the ambulance made up of members of the community. Lastly, several applications for membership were presented.

Motion

Motion was made by Trustee Petraitis and seconded by Trustee Reinhardt-Roggow to approve the following membership applications for the Lima ambulance: Evelyn Rose (current Junior

Village of Lima Board Meeting Minutes

November 11th, 2025

member), Benjamin Thopson, Kelsey Parnell, Kyle Parnell, Charles Brady III, Abigail Webster, and Suzanne Marcellus. Motion carried.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Reinhardt-Roggow to approve the expenditure of \$8200 from the Ambulance Building Reserve to pay for the sealing and striping of the parking lot at the ambulance base. Motion carried.

WWTP – David Kirkwood, Plant Operator (Absent)

Mr. Luft requested approval to advertise an expenditure of up to \$15k to purchase a new control panel for the sewer plant. This is the repair Mr. Kirkwood explained at the October meeting.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to approve the expenditure of up to \$15k for repairs at the sewer plant. Repairs include replacing the PanelView Plus 7 Graphic Terminal and cost of labor. Motion carried.

Code Enforcement Officer (CEO) – Charlie Floeser (Absent)

See CEO Report.

DPW – Ben Luft

Mr. Luft discussed the following:

- Tended to a water main break on Saturday. The crew was able to repair the break, and all worked well together.
- Bathrooms and pavilion at the park are closed for the season due to colder weather.
- Leaf pickup will continue until around the 20th of November, weather permitting.
- We have had the first real snow fall of the season. Trucks and sidewalk tractors were ready to go. Reminder, there is no on-street parking during the winter. Plows cannot make it around to plow if vehicles are parked on the side of the road.

Clerk Report – Elissa Sackett

Clerk Sackett discussed the following:

- Village offices will be closed November 27th and 28th for Thanksgiving.
- Budget to actuals through October 31st were handed out for review.
- Please continue to send materials for events so notifications can be sent through the citizens' notification software. She has reached out to support @ GOGov to see how many app downloads there have been. Please also continue to promote the service.
- Looking to clean up both storage spaces in the Town Hall and shred documents that are in need of shredding. Help from board members would be appreciated.
- In order to for the Village roster to be complete with Civil Service, we need to create a Laborer position retroactive to 7/1/2022.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to create a Laborer position retroactive to 7/1/2022. Motion carried.

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

- Ambulance Fund: \$20795.89
- General Fund: \$55008.94

Village of Lima Board Meeting Minutes

November 11th, 2025

- Sewer Fund: \$108698.19
- Water Fund: \$13088.27
- Capital Fiber: \$3217.32
- Grand Total: \$200808.61

Motion was made by Trustee Reinhardt-Roggow and seconded by Trustee Petraitis to approve payment to invoices as listed above. Motion passed unanimously.

Parks Commission

- Master Plan Updates will be presented/discussed at the Joint Meeting in December.
- Plans are starting for the 4th of July and Civil War Reenactment.
- Looking for opportunities for winter activities at the park and volunteers to help.

Old Business

Be Well in Lima Updates – Passed around minutes from the Be Well meeting. Looking for volunteers for the committee. Meetings are being held on the 1st Wednesday of the month.

New Business

Code Enforcement Office Contract – Mayor Skiptunas stated the Town is required to maintain the Code Enforcement Officer and the Village pays half of the CEO costs to the town for services. Although the Village pays half the costs, since the CEO is an employee of the Town, the Village does not have any input regarding salaries or what the CEO does. The Town has proposed shifting the costs of the CEO from the Village to the Town, saving the village upwards of \$30k (beginning next fiscal year). The thought was with the additional savings, the Village could allocate the additional funds towards the ambulance needs, and the Town would not need to contribute an additional \$25k as requested.

In turn the Town would shift those costs to the “A Fund” of the Town budget. The “A Fund” covers all residents inside and outside the village, so village residents would still be paying for the services. This is not a cost savings for Village residents, as with the current proposal, Village residents will still be paying for the CEO, as well as the entire bill for paid services for the ambulance.

Ambulance Capital Equipment Fund for 26/27 Fiscal Year – Deputy Mayor Smith discussed adding a budgetary line for next fiscal year to go towards Ambulance Equipment, and to utilize the \$25k allocated from the village budget/taxes to go towards the equipment. Clerk Sackett asked for clarification as to what “equipment” included, as there is currently an Ambulance Reserve which is set aside for the purchase of an ambulance, as well as the Ambulance Building Reserve which is set aside for repairs to the building. Chief Rose stated that the ambulance already contributes to both funds at the end of each year, and for transparency, since taxes were raised for staffing, it would be best to use the funds towards staffing and have the ambulance use their budget to continue to fund the reserves.

ALS Charge Rate with HFMVA – Deputy Mayor Smith stated the Advance Life Support (ALS) rate with Honeoye Falls Mendon Volunteer Ambulance (HFMVA) is \$300, while the rate charged by Livingston County EMS (LCEMS) is still at \$225. He asked if this could be

Village of Lima Board Meeting Minutes

November 11th, 2025

reviewed with HFMVA and negotiated to a lower cost to match with LCEMS. Mayor Skiptunas will reach out to Mayor Milne (Honeoye Falls Mayor) to start discussions.

2026 Inter-municipal Agreement for Equipment, Machinery, Tools, and Services Sharing

Extension with Livingston County Highway Department – The 2026 Inter-Municipal

Agreement was presented for Mayor Skiptunas to sign. This is the same agreement that the Village has approved the last several years. See attached resolution.

Motion

Motion was made by Trustee Petraitis and seconded by Trustee Dodzweit to approve Mayor Skiptunas to sign the 2026 Inter-municipal Agreement for Equipment, Machinery, Tools, and Services Sharing Extension with Livingston County Highway Department. Motion carried.

2026 Summer Recreation Agreement – Trustee Reinhardt-Roggow attended the Summer Rec meeting and discussed the 2025 report provided by Honeoye Falls-Lima CSD. The 2026 Summer Recreation Agreement was presented for Mayor Skiptunas to sign. The contract does state the Village contribution will be \$6k for the upcoming year.

Motion

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Smith to approve Mayor Skiptunas to sign the 2026 Summer Recreation Agreement with Honeoye Falls-Lima CSD. Motion carried.

Organizational Chart regarding Committee Assignments – The board reviewed the current committee assignments and made adjustments as needed. See assignments below:

COMMITTEES (TRUSTEE LIAISONS)

****Mayor is a Member of all Committees****

Livingston Co. Youth Board and HFL Summer Rec	Erika Reinhardt-Roggow/Josh
Petraitis	
Water & Sewer Planning and Construction	John Skiptunas
Water & Sewer Billing Coordinator	Josh Petraitis
Sidewalks	Josh Petraitis
Street Lighting	Josh Petraitis
Law and Order	John Skiptunas
Recreation	Erika Reinhardt-Roggow
Planning Board	Brian Smith/Ben Dodzweit
Zoning Board of Appeals	Brian Smith/Ben Dodzweit
Inspector of Trailer Parks	Brian Smith/Ben Dodzweit
Fire Department Liaison	Josh Petraitis/Brian Smith
Ambulance Liaison	Erika Reinhardt-Roggow
Grant Coordinator	Brian Smith
Finance	Board
Crossroads Committee Liaison	Brian Smith
Downtown Revitalization	Erika Reinhardt-Roggow/John Skiptunas
Historic Preservation	Erika Reinhardt-Roggow/Brian Smith
News & PR	Brian Smith/John Skiptunas

Village of Lima Board Meeting Minutes

November 11th, 2025

Village Office Liaison	Brian Smith/John Skiptunas
Senior Citizen/Community Outreach Liaison	Brian Smith/John Skiptunas
Building Inspector/CEO Liaison	Ben Dodzweit/John Skiptunas
Mark Tubbs Memorial Park Liaison	Brian Smith/Ben Dodzweit
Sexual Harassment	Erika Reinhardt-Roggow/John Skiptunas
Shade Tree	Ben Dodzweit/Erika Reinhardt-Roggow
Village Webmaster	Genesee Valley Web Marketing
Volunteer Coordinator	Brian Smith/Ben Dodzweit
Fiber Optic – Empire Access	John Skiptunas

2026 Insurance Premiums – Mr. Luft presented the 2026 Insurance premiums to the board. The premiums have increased by 20%, however, the village has also saved for several months two employees who were no longer enrolled. There has also been a savings in payroll costs as there is still one open position that has not been filled. Mr. Luft anticipates hiring a seasonal employee to help with the costs. With the current savings, the overall cost from last year to this year is approximately 13%. Mr. Luft requested insurance plans and contributions stay the same for 2026.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to keep the 2026 Medical insurance plans the same with the same contribution rates. Motion carried.

Additional Public Comments –

- Mr. Wadach stated the EV Charging Station is not working properly. Clerk Sackett asked additional questions and will reach out to synergEV regarding the station not working.
- Mr. Werner gave three dates of community events. November 29th is the Lima Rotary Tree Lighting Ceremony, December 13th from 9-11am is Breakfast with Santa at the Lima Fire Department, and December 20th Santa will be at the Lima Library at 10am.
- Mark Petroski asked if the board was going to approve the water contracts that Mr. Molino discussed at the beginning of the board meeting.

Motion

Motion was made by Deputy Mayor Smith and seconded by Trustee Dodzweit to authorize Mayor Skiptunas to sign the four contracts presented by Mr. Molino regarding Water District 5. Two contracts are between the Town and the Village of Lima, one contract is between the Town/Village and Livingston County Water and Sewer Authority, and the final contract is between the Village of Lima and Livingston County Water and Sewer Authority. Motion carried.

Round Table

Trustee Reinhardt-Roggow:

- Creating a Community Connections group to engage in community and offer a place to come up with solutions. The first meeting is scheduled for December 13th at 11am at Lima Family Diner.

Village of Lima Board Meeting Minutes

November 11th, 2025

- There will be a Holiday Artisan Fundraiser event to benefit the Lima Ambulance, Lima Food Pantry and Lima Historical Society on November 29th from 3-7pm at Lima Town Hall. This is the same day as the Rotary Tree Lighting Ceremony, so individuals could come to each event.

Deputy Mayor Smith:

- Received outdoor Be Well signs as well as Climate Smart Community Bronze Status signs to be placed in the community.
- Mark Tubbs Park Facebook page is almost at 1k followers. Please share!

Mayor Skiptunas:

- Has been asked to be a Judge for the Daughters of the American Revolution.

Executive Session

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to adjourn the public meeting at 9:40pm and enter Executive Session. Motion carried.

Motion was made at 9:53pm by Trustee Petraitis and seconded by Deputy Mayor Smith to exit Executive Session and Adjourn. 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

November 11th, 2025

Village of Lima Board Meeting Minutes

November 11th, 2025

Village of Lima Board Meeting Minutes

November 11th, 2025

RESOLUTION OF THE VILLAGE OF LIMA BOARD OF TRUSTEES

*Made and passed at the regularly scheduled Board of Trustees Meeting
held on the evening of Tuesday, November 11, 2025*

RESOLUTION RELATING TO THE CONDUCT OF AND PUBLIC COMMENT AT BOARD MEETINGS

WHEREAS, the New York State Open Meetings Law (“**OML**”) requires that meetings of public bodies be open to the general public to attend and observe the conduct of public business; and

WHEREAS, the OML does not require that public bodies provide an opportunity for public comment during meetings, unless a designated public hearing has been duly scheduled; and

WHEREAS, the Board of Trustees of the Village of Lima desires to allow a period for public comment during its meetings as a matter of transparency and community engagement, while maintaining the orderly and efficient conduct of Village business; and

WHEREAS, public bodies may adopt reasonable, content-neutral rules governing public comment, including limits on time, subject matter, and decorum;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Lima, Livingston County, New York, that a public comment period shall be included on the agenda of regular meetings of the Board of Trustees, whereas a member of the public can address the Village Board on any topic of his/her choosing relevant and germane to Village business. The total public comment period shall not exceed thirty (30) minutes per meeting, unless extended at the discretion of the Mayor. Once the public comment period has expired, no additional comments will be received by the Board other than those topics specifically scheduled for additional public comment.

Any public comments directed towards the Board, whether in a general public comment section or pursuant to a duly noticed and scheduled public hearing, shall be governed by the following rules:

1. Individual Time Limit.

Each speaker shall be limited to five (5) minutes, unless the Mayor determines that a shorter or longer limit is appropriate based on the number of speakers or other relevant circumstances.

2. Order of Speakers.

Residents of the Village of Lima shall be given priority to speak. Non-residents may speak if time remains within the thirty (30) minute comment period.

Village of Lima Board Meeting Minutes

November 11th, 2025

3. Subject Matter.

Comments shall relate to matters of Village business or issues of legitimate concern to the Village community or to the specific topic of the duly notices and scheduled public hearing.

4. Decorum.

Speakers must address their remarks to the Board as a whole and not to individual officials or other attendees. Personal attacks, abusive language, and disruptive behavior are prohibited. The Mayor may rule any speaker out of order for failure to comply with these standards.

5. Authority of the Chair.

The Mayor (or presiding officer) shall have discretion to enforce these rules, manage the order of speakers, and ensure the efficient and respectful conduct of the meeting.

6. Posting and Notice.

These rules shall be posted on the Village website and made available at all meetings of the Board of Trustees.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption.

On a motion by Deputy Mayor Smith seconded by Trustee Dodzweit the resolution was adopted on a unanimous roll call vote.

Dated: November 11, 2025
Lima, New York

Village of Lima Board Meeting Minutes

November 11th, 2025

VILLAGE OF LIMA

John Skiptunas, Mayor
Brian Smith, Deputy Mayor
Joshua Petraitis Trustee
Benjamin Dodzweit, Trustee
Erika Reinhart-Roggow,
Trustee

7329 East Main St.
PO Box 20A
Lima, NY 14485
clerk@villageoflima.us
www.villageoflima.us

Elissa Sackett, Clerk
Ben Luft, Supt. Public Works
Matthew Lenahan, Attorney

Dear Members of the Lima Community,

The Village Board of Trustees want to take a moment to express our commitment to creating and maintaining an inclusive and safe community for all.

Inclusion is much more than a statement. It's a commitment we as a community must all make to one another. We believe that true inclusion can only happen when everyone within our community feels seen, heard, represented, like they belong, and most importantly, safe.

Being inclusive isn't just a nice idea. It's about how we treat each other every day. It means showing kindness, listening to one another, and making sure no one feels left out or unsafe here. Inclusion does not pick or choose. We know that as people, we are all entitled to the same basic human rights, our inalienable rights. We believe that regardless of ability, age, ethnicity, other personal characteristics, race, religion, sexual orientation, sexual identity, and socioeconomic status; that we are all guaranteed these same rights, which are the cornerstone of inclusion-life, liberty, and the pursuit of happiness.

We are dedicated to exemplifying what inclusivity means and seeking justice for all.

Thank you for being a part of our vibrant community!

Village of Lima Board Meeting Minutes
November 11th, 2025

RESOLUTION

Village Board of Trustees
Village of Lima
County of Livingston

**At a regular meeting of the Village Board of Trustees
of the Village of Lima, held at the Lima Town Hall,
7329 East Main Street, Lima, New York on the 11th
day of November 2025.**

WHEREAS, the Village of Lima Board of Trustees is entered into agreement with Livingston County to authorize Joint Services for Machinery, Tools, Equipment and Service Sharing Access

WHEREAS, the Village of Lima Board of Trustees has received request from Livingston County to extend services for an additional term of one (1) year to terminate on December 31st, 2025

NOW, THEREFORE, in consideration of the foregoing, it is hereby determined upon motion by Trustee Joshua Petraitis, and seconded by Trustee Benjamin Dodzweit, as follows:

RESOLVED, that the Village of Lima Board of Trustees agrees to extend the Joint Services Agreement for Machinery, Tools, Equipment and Services Sharing Access with Livingston County for an additional year, expiring December 31st, 2026.

Vote of the Board of Trustees:

John Skiptunas, Mayor	Aye
Brian Smith, Deputy Mayor	Aye
Joshua Petraitis, Trustee	Aye
Benjamin Dodzweit, Trustee	Aye
Erika Reinhardt-Roggow, Trustee	Aye

BY ORDER OF THE VILLAGE BOARD OF
TRUSTEES OF THE VILLAGE OF LIMA

ELISSA SACKETT
CLERK/TREASURER