

## **Village of Lima Board Meeting Minutes**

**October 14<sup>th</sup>, 2025**

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

**Others Present:** Matthew Lenahan, Attorney (arrived at 7:30pm); Elissa Sackett, Clerk; Dick Garey, Fire Chief (arrived at 8pm); David Kirkwood, WWTP Operator; Andy Luft, Fire Department; Several residents.

**Absent:** Ben Luft, DPW Supervisor; Meg Rose, Ambulance Chief;

The meeting of the Village of Lima was called to order Mayor Skiptunas at 7:00pm Tuesday, October 14<sup>th</sup>, 2025, at Lima Town Hall, 7329 E. Main St. and was followed by the Pledge of Allegiance.

Mayor Skiptunas administered the Oath of Office to Erika Reinhardt-Roggow to fill the vacant Trustee position.

A motion was made by Trustee Petraitis and seconded by Trustee Dodzweit to approve the meeting minutes from September 9<sup>th</sup>, 2025. Motion carried.

**Eagle Scout Presentation by Braedon Junot** – Boy Scout Junot requested permission to rebuild the doc at the pond at Mark Tubbs Park as his Eagle Scout Project. Designs were passed around for review, and the Pumpkin Festival has graciously offered to donate funds towards materials. The materials will be Trex/composite decking which will require minimum maintenance. Deputy Mayor Smith stated the parks commission has reviewed and tentatively approved the project. He also offered a motion that any village permit fees be waived for the project.

### ***Motion***

Motion was made by Deputy Mayor Smith and seconded by Mayor Skiptunas to waive any village permit fees for the proposed project. Motion carried.

### ***Motion***

Motion was made by Deputy Mayor Smith and seconded by Trustee Reinhardt-Roggow to approve the proposed project presented by Braedon Junot. Motion carried.

**Open Public Hearing** – Mayor Skiptunas opened the Public Hearing regarding the expenditure of up to \$40k Fire Department Building Reserves to purchase property from the Lima Fire Department Incorporated. Property parcel number is 37.14-1-10, located on Lake Ave. Lima, NY 14485. Andy Luft explained the transaction would give the village ownership of the parking lot that is owned by the Incorporation as well as the back barns. Questions were asked about how the transaction would affect the tax base, and what the Incorporations intent was after this transaction was completed.

## **Department Reports**

### **Fire Department – Dick Garey, Fire Chief, Andy Luft**

See report provided by Chief Garey. Membership application for Preston Huff was presented for approval. Mr. Huff has a sibling in the fire department and has been approved by the fire board.

### ***Motion***

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

Mr. Luft requested approval to withdrawal \$4000 from the fire building reserves to have the parking lot at the firehouse sealed. This is in conjunction with the Lima ambulance request.

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Mr. Luft and Chief Garey have been researching for several years the purchase of a new fire truck. The latest quote on a brand-new fire truck is \$1.2M for a pumper truck. Recently Churchville Fire Department has decided to purchase a new truck, and they are looking to sell their 2010 Pierce pumper truck. This truck will fit all their needs and has low run time. The cost of the truck would be approximately \$350k, for the truck and to add accessories. Chief Garey and Mr. Luft requested approval to withdrawal \$350k out of the fire truck reserve for the purchase.

Discussions were held on the SCBA equipment and how the current equipment will be operational longer. Chief Garey said that the equipment inspection is coming up, and after that he would have a better idea as to the fire department needs. He was also asked if any interest USDA grants would be something of interest. Yes, however, it would be dependent on the structure of the grants and if the debt was financially possible.

**Ambulance – Meg Rose, Ambulance Chief (Absent)**

See report provided by Chief Rose. Andy Luft, on behalf of the ambulance, requested approval to withdrawal up to \$8k from the ambulance building reserve to seal the driveway and parking lot at the ambulance.

**WWTP – David Kirkwood, Plant Operator**

Mr. Kirkwood discussed his September report. He passed around photos to show work that has been completed at the plant. He also presented a quote from MW Controls to have parts replaced in the Wetwell Control Panel. It is believed that a power surge several months ago caused the electronic malfunction. The quote to replace the components is \$8959.63, not including installation and programming charges.

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

CEO Floeser discussed his September report.

**DPW – Ben Luft (Absent)**

Clerk Sackett presented the following on Mr. Luft's behalf:

- Aiden Kelly has been hired on as a Laborer. He is working out well. There is still one open Laborer position, but Mr. Luft is looking at filling a seasonal position instead of hiring another full-time. He will reassess this if needed.
- Sidewalk tractor bids have been received. He is looking at either a Kubota or another John Deere. The prices are within \$600 of each other, but he recommends going with the John Deere because that is what the sidewalk tractor is currently, and the parts would fit both machines.

***Motion***

Motion was made by Trustee Petraitis and seconded by Trustee Reinhardt-Roggow to approve moving forward with the purchase of a John Deere sidewalk tractor. Motion carried.

- Proposal from Livingston County Water and Sewer Authority was given to each board member for review. The proposal is to work with LCWSA to use their GIS system to digitally log the village water/sewer infrastructure. The cost for this service would be \$5k, and the county would help tag all valves and boxes and upload into their program. The quote received from MRB to add the information into our GIS system was approximately \$12k, and the crew would be responsible for tagging all the lines. Mr. Luft would like to move forward with the quote from LCWSA.

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**Clerk Report – Elissa Sackett**

Clerk Sackett discussed the following:

- Tax collection has ended. All remaining unpaid parcels have been turned over to Livingston County and will be added to residents' Town and County bills. There were 23 parcels that were not paid.
- If you have not completed the mandatory annual trainings (Harassment/Discrimination and Workplace Violence), there is an opportunity to complete on October 20<sup>th</sup>. Registration link was forwarded to everyone if you need to complete. Please forward your completed certificate once received.
- November's board meeting falls on Veteran's Day. Asked if we should keep the same day or change as offices are closed? Keep on the 11<sup>th</sup> as there is supposed to be a joint board meeting this evening. UPDATE: The joint meeting will NOT be held on November 11<sup>th</sup>, but board meeting will still be held due to already scheduled public comment sessions.
- Construction for the fiber project is completed, and Richard Sutherland is working on the closeout documents. Anticipate that this will be completed before the end of the year.
- There have been some issues with streetlight maintenance on Hogan Ave and Rainbow Lane. There is believed to be an underground issue with the light on Rainbow Lane as every time the crew has tried to repair, once the light is fixed the remaining lights in the area go out. The crew continues to try and fix this issue. On Hogan Ave, the fixture in the circle is not working and needs to be replaced. We are waiting for quotes to come in on this fixture, but costs are anticipated to be around \$1800 and lead time is at least 12 weeks. This is approximately what the village paid when another decorative fixture needed to be replaced.
- Revenues/Expenditures YTD were passed around for review. Some payments have not been received yet (ex: CHIPS funds), which is why the line items are very high.

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

- Ambulance Fund: \$15084.93
- General Fund: \$121868.73
- Sewer Fund: \$15205.45
- Water Fund: \$82779.67
- Capital Fiber: \$8927.46
- Grand Total: \$243866.24

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

**Guests**

Callie Rabe read the Inclusivity Statement prepared by late Trustee, Jonathan Stills, to the board and the audience.

Lorien Samarra read a statement they prepared to the board and audience addressing the proposed Inclusivity Statement.

The board agreed to post the proposed Inclusivity Statement on the Village website and will host a Public Comment session during the November 11<sup>th</sup> meeting.

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**Parks Commission**

**Electrical Upgrade** – Has been completed and with change orders the total cost was \$19960; \$10k was paid for by donation from the Pumpkin Festival, and remaining cost was split between the town and village.

**Picnic Tables** – Two tables have been purchased. One table was paid for by a donation from the Civil War Reenactment/Cannons for Kannon fundraisers and the remaining cost split between the town and village.

**Pumpkin Festival** – Approximately 4k individuals attended the festival. Thanked Steve Werner for all his work. Mr. Werner provided a brief update as to what upgrades the festival anticipates donating towards this year.

**Master Plan Update** – In the process of being updated and will also include a disaster plan to be incorporated with the town/village plans.

**Veteran's Way 250** – This is underway with Be Well in Lima as the head of the initiative. This initiative is to honor local Veteran's and to bring awareness to upgrades necessary to the area. Signs are at the park and in front of the town hall.

**Old Business**

**Community Center Update** – In the process of working to gather funds for a site plan. The plan needs to be completed before moving forward. Center will be at the park.

**O'Brien Property Donation** – Final documents were received for the real estate transfer. Attorney Lenahan requested signatures on the final documents and a check be cut to Livingston County Clerk for filing fees.

***Motion***

Motion was made by Trustee Petraitis and seconded by Deputy Mayor Smith to accept the donation of the O'Brien property and pay the filing fees. Motion carried.

**New Business**

**MVP Fitness Court** – Deputy Mayor Smith has been in contact with MVP health regarding sponsorship of a fitness court. There are grant opportunities for said court and could be established at the park. Deputy Mayor Smith will provide updates as they become available.

**Dog Park** – Looking to update the gate control at the park to have e-card access. This would ensure that those who are registered to use the facility are the ones using it. Another goal is to have the access path created from the pavilion to the dog park.

**Be Well Grant Program** – Looking into grant possibilities for accessibility.

**Accessibility Survey** – Deputy Mayor Smith provided some accessibility upgrades that have been made to the park and how upgrades are being incorporated to the master plan.

**Local Law to Assign Engineering and Associated Costs to Businesses or Residents** – Chapter 81 of the village code was distributed to the board for review and comments. As written, it does state that associated fees incurred by the village are to be passed on to the applicant. Attorney Lenahan suggested that the language be a little more concise and a caveat also be added that any property

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maintenance costs incurred by the village, passed on to the resident, can be added to tax bills if the fees go unpaid. Tabled to November meeting.

**Round Table**

Trustee Dodzweit commented on statements made during the meeting.

Trustee Reinhardt-Roggow commented on the importance of adding an inclusivity statement.

Trustee Petraitis asked that the organizational/committee chart be discussed at the next meeting as he and Trustee Reinhardt-Roggow are both recent appointments to the board.

Mayor Skiptunas thanked those in the audience for all their support for the Lima Ambulance.

**Executive Session**

Motion was made by Deputy Mayor Skiptunas and seconded by Trustee Petraitis to enter Executive Session at 9:03pm to discuss personnel matters. Motion carried.

Motion was made by Trustee Petraitis and seconded by Trustee Dodzweit to end Executive Session 10:03pm. Motion carried.

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to enter discussions with the Town Supervisor to move the CEO costs from the Village to the Town. Motion carried.

Motion was made by Deputy Mayor Smith and seconded by Trustee Petraitis to relieve a volunteer of the Lima Ambulance of their duties. This individual will be eligible to reapply for membership after 2-years. 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.**

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VILLAGE OF LIMA		
Event:	Board Meeting	Meeting Date: 10/14/2025
Name	Address	Company (if applicable)
Lynne Pettley	7131 High St	
Kay Michelinie	7131 High St	
John Wadach	7373 Ziegler Dr.	
Andy Luft	1465 Dalton Rd	
Jennifer Myers	7122 College St	
DAVID KIRKWOOD	6904 EGAN RD	
Milse Williams	Hoson Ave	
STEVE WERNER	7280 KOBER DR.	
Denise Werner	7280 Kober Dr.	
Amy Smith	2030 Rainbow Ln.	
Jim Roggow	1738 Parkside Place	
ERIKA Roggow	1739 Parkside Place	
Carl Achen	1846 Cazenove St.	
Ken Samarra	1815 Rochester St.	
Loren Samuel	1815 Rochester St.	
Leslie Samarra	" "	
S. Caccamise	Hill Terr.	
C. Starr/B. Junot	7276 College St.	
Jon Cates	1589 York St	

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Jon Grasso 1737 Parkside Pl

Heather Grasso 1737 Parkside Pl

Collie Rabe 1778 Elm St.

Bill Stremovitz 1778 Elm St.