

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, January 16, 2024, at 7:00 PM there were:

PRESENT

Mayor Donna Schiener, Trustee Lisa Byers, Trustee Andrew Koerner, Trustee Eric Szucs, Trustee Elwyn Roll, Superintendent of Public Works Andrew Bartz, Clerk/Treasurer Bethany Jordan, Police Chief Matt Krist, Deputy Clerk/Treasurer Michelle Karpinski

ABSENT

ALSO PRESENT

Anne O'Donnell

PLEDGE OF ALLEGIANCE

Mayor Schiener opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee Szucs and seconded by Trustee Koerner, the minutes from the regular meeting held on January 2, 2024, be approved as presented by Clerk/Treasurer Jordan.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

APPROVE MINUTES OF BUDGET SESSION

Motion by Trustee Roll and seconded by Trustee Koerner, the minutes from the budget work session held on January 9, 2024, be approved as presented by Clerk/Treasurer Jordan.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

POLICE DEPARTMENT UPDATES

Chief Krist announced that two of the Village’s crossing guards have submitted their resignation, effective immediately. He is asking permission to hire Tom Neamon as a replacement, at a rate of \$15.00 (minimum wage), for approximately 10 hours per week – 2 hours per day – when school is in session. Chief Krist also reported that Officer Lococo is due to be back on duty on January 29th.

Motion by Trustee Roll and seconded by Trustee Byers to accept the resignation of two crossing guards, David Miller and Claudia Miller.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

Motion by Trustee Byers and seconded by Trustee Koerner to approve the hiring of crossing guard Tom Neamon, at a rate of \$15.00/hour (minimum wage) for approximately 10 hours per week – 2 hours per day – when school is in session.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

SPW UPDATES

Superintendent Bartz reported the following departmental updates:

Electric Dept – There were many electric outages due to a windstorm throughout last week. Over the next two days, all primaries and secondaries affected have been repaired. Seasonal areas are still in progress and almost complete. The Village sent two linemen and a bucket truck to NYSEG-Hamburg Division on a Mutual Aid request from Thursday-Sunday.

Streets and Parks Dept – Due to a lighter winter through December, the Village has used 72 tons of salt, compared to 220 tons for the same time frame last year. At the current cost of salt at \$64.36/ton, the Village is ahead approximately \$10,000 on purchasing salt.

Water Dept – Working on Lead and Copper inventory, which is due in October 2024. The crew is currently working on a water leak on Water St.

Sewer Dept – Employee from the Sewer department helped Electric department to flag traffic for storm repairs and a traffic accident over the previous weekend.

APPROVAL OF AMENDED ZONING MAP

Motion by Trustee Szucs and seconded by Trustee Koerner to approve the amended zoning map, as presented. Changes made to the map are in result to changes previously approved in Public Hearing from June 6, 2023 and a motion passed in a Village Board Meeting on June 20, 2023.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

SOCIAL MEDIA POLICY ADOPTION

Motion by Trustee Byers and seconded by Trustee Szucs to adopt the Social Media Policy, after final corrections made, effective January 16, 2024.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

SCHEDULE PUBLIC HEARING CHAPTER 69 TAX CAP

Motion by Trustee Koerner and seconded by Trustee Szucs to schedule a public hearing to discuss local law Chapter 69, Tax Cap Override on Tuesday, February 6, 2024, at 7:00 PM.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

CANCELLATION OF DEBT

Motion by Trustee Koerner and seconded by Trustee Szucs to authorize the cancellation of the following debt:

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Traci (Leubner) Bosinski	08-13855-07	\$74.57	Past Statute
Jesse Jones	17-21500-08	\$137.51	Past Statute
Steven Sullivan	17-19800-07	\$362.63	Past Statute
Spencer Thompson	10-25000-05	\$59.15	Past Statute
Heidi Yocum	12-20000-03	\$521.64	Past Statute
Total		\$1,155.50	

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS		X	PASS				FAIL		

AUTHORIZATION TO DESTROY RECORDS

Motion by Trustee Roll and seconded by Trustee Byers to authorize Clerk Treasurer Jordan to destroy the following records in accordance with NYS LGS-1:

DESCRIPTION	RETENTION	BOX #
Utility Billing – 03/2017-08/2017	6 Years	934
Daily Reports – 5/2017-9/2017	6 Years	935
Periodic Payroll Reports, Not Including Detail Information, Warrants – 01/2017-12/2017	6 Years	938
Time Sheets – 01/2017-12/2017	6 Years	939
Permanent Handicapped Parking Permits	1 Year After Expiration	-
Temporary Handicapped Parking Permits	1 Year After Expiration	-
A/R Checks – 6/1/2023-6/30/2023	6 Months	-
Sandwich Board Sign Permits – 1/2017-12/2017	6 Years	-
Sales Tax Payments – 01/2017-12/2017	6 Years	-
A/P Payroll Registers – 01/2017-12/2017	6 Years	-
Overheads – 01/2017-12/2017	6 Years	-
Failed Payment Arrangements/Reports – 01/2017-12/2017	6 Years	-
Routine Correspondence – 01/2017-12/2017	6 Years	-
Fuel Tickets – 01/2017-12/2017	6 Years	-
Bad Debt – 2015-05/2017	6 Years	-

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

BUDGET AMENDMENTS

Motion by Trustee Szucs and seconded by Trustee Koerner to approve the following budget amendments: \$1,067.40 for DRE Interviews as part of DWI Grant proceeds; \$1,066.68 for PTS (Police Traffic Services) Grant proceeds;

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Lisa Byers	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

AUDIT BILLS

Motion by Trustee Roll and seconded by Trustee Byers the Village bills be audited and paid in the amount of \$305,597.72 and that the Clerk be authorized to transfer funds from the money market accounts to the checking accounts to cover such bills.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Lisa Byers	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	5	Yes	0	No	0	Abstain	0	Absent
RESULTS		X	PASS				FAIL	

TRUSTEE BYERS

Trustee Byers wanted to mention that Winterfest is scheduled for February 9-10. There will be a parade, art show, 5K run, and many activities in the park throughout the weekend.

OTHER BUSINESS

A resident in the audience asked about the progress of a Village bowhunting policy. Chief Krist answered that he is working on the zones that would be appropriate for the Village. He reported that most villages follow DEC regulations without further restrictions, but he feels there needs to be more limitations than what those regulations allow. Once he determines what the allowable zones would be, the Village attorney will be asked to review the proposal before anything further is decided.

EXECUTIVE SESSION

Motion by Trustee Szucs and seconded by Trustee Koerner, the Board enter into executive session to discuss the following topic(s) at 7:23PM:

- F - Employment History of a Particular Person

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Lisa Byers	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	5	Yes	0	No	0	Abstain	0	Absent
RESULTS		X	PASS				FAIL	

Motion by Trustee Szucs and seconded by Trustee Koerner, the Board exit executive session at 8:02PM.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Lisa Byers	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	5	Yes	0	No	0	Abstain	0	Absent
RESULTS		X	PASS				FAIL	

REPORTS RECEIVED

The following reports were received, reviewed, and placed on file:

- Budget Amendments

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:04PM upon motion by Trustee Roll and seconded by Trustee Byers.

Clerk/Treasurer

1-17-2024 8:53 AM		BUDGET ADJUSTMENT REGISTER					PAGE: 1	
PACKET: 00529-BUDGET AMEND DWI DRE LOCOCO								
BUDGET CODE: CB-Current Budget								
FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE	

Budget Adj. # 001108								
001	5-3120-100-1200	1/10/2024 DWI DRE LOCOCO DRE EVALUATIONS- SHIFT 1 DEPT: POLICE DEPARTMENT	1,067.40	0.00	9,828.08	10,895.48	10,895.48	
001	4-3089-0120	1/10/2024 DWI DRE LOCOCO NYS STOP DWI PROGRAM	1,067.40	0.00	12,534.08	13,601.48-	1,927.48	

Budget Adj. # 001109								
001	4-4389-0100	1/12/2024 PTS GRANT 7/1/23-9/ FED AID: OTHER PUBLIC SAFETY	1,066.68	0.00	2,429.18	3,495.86-	0.00	
001	5-3120-104-1007	1/12/2024 PTS GRANT 7/1/23-9/ PTS PROJECT 222 DEPT: POLICE DEPARTMENT PACKET NOTES:	1,066.68	0.00	485.10	1,551.78	172.70	
					TOTAL NO. ADJUSTMENTS--REVENUE:	2	2,134.08	
					TOTAL NO. ADJUSTMENTS--EXPENSE:	2	2,134.08	
					TOTAL IN PACKET--		4,268.16	
*** NO WARNINGS ***								
*** NO ERRORS ***								
*** END OF REPORT ***								

1-17-2024 8:54 AM		BUDGET ADJUSTMENT REGISTER					PAGE: 1	
PACKET: 00531-BUDGET AMEND ACH PTS 1/12/24								
BUDGET CODE: CB-Current Budget								
FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE	

Budget Adj. # 001110								
001	4-4389-0100	1/12/2024 PTS GRANT 7/1/23-9/ FED AID: OTHER PUBLIC SAFETY	1,066.68	0.00	2,429.18	3,495.86-	0.00	
001	5-3120-104-1007	1/12/2024 PTS GRANT 7/1/23-9/ PTS PROJECT 222 DEPT: POLICE DEPARTMENT PACKET NOTES: PTS GRANT PROCEEDS - SEAT BELT MOBILIZATION. INVOICE 7/1/2023-9/30/2023. BJJ	1,066.68	0.00	485.10	1,551.78	172.70	
					TOTAL NO. ADJUSTMENTS--REVENUE:	1	1,066.68	
					TOTAL NO. ADJUSTMENTS--EXPENSE:	1	1,066.68	
					TOTAL IN PACKET--		2,133.36	
*** NO WARNINGS ***								
*** NO ERRORS ***								
*** END OF REPORT ***								

VENDOR	AMOUNT	VENDOR	AMOUNT
MUSCLE CAR ALLEY LLC	\$ 868.98	MRB GROUP ENGINEERING, ARC	\$ 6,831.85
DUTTON, MICHAEL	\$ 1,990.98	PROFESSIONAL AMBULANCE SER	\$ 1,289.23
OLEAN 39 LLC	\$ 177.36	ODP BUSINESS SOLUTIONS LLC	\$ 153.03
WYOMING CO DSS	\$ 1,491.07	FLEET PUMP & SERVICE INC	\$ 4,702.00
LEXISNEXIS RISK DATA MGMT	\$ 50.00	BRI PARENT, INC	\$ 148.75
ACTIVE IT DESIGN, LLC	\$ 4,961.25	L.R. BRASS INC. ARCADE MAR	\$ 300.97
NEIGHBOR TO NEIGHBOR NEWS	\$ 104.00	C & G ELECTRICAL SUPPLY	\$ 37.00
ARCADE LUMBER & MILLWORK	\$ 359.08	CINTAS CORPORATION #782	\$ 232.24
ARCADE POSTMASTER	\$ 2,336.75	CSEA	\$ 883.68
ARCADE POSTMASTER	\$ 237.51	CSEA POLICE UNIT	\$ 235.42
NEW YORK STATE DEFERRED CO	\$ 5,224.91	CONROY MOTOR CORPORATION	\$ 60.50
IRS - FEDRAL PAYROLL TAXP	\$ 28,678.57	NOCO ENERGY CORP	\$ 1,860.52
YORKSHIRE TAX COLLECTOR	\$ 8,678.27	CURR A/C WATER	\$ 2,139.99
KRAFT, JENNIFER	\$ 532.27	CURR A/C SEWER	\$ 145.64
NGT CORPORATION	\$ 1,625.00	CURR A/C ELECTRIC	\$ 10,453.49
SS DIESEL & AUTO LLC	\$ 1,098.08	FREEDOM TAX COLLECTOR	\$ 29,276.99
QUALITROL COMPANY LLC	\$ 282.75	IEEP, INC	\$ 13,047.94
NEW HORIZON COMMUNICATIONS	\$ 1,037.31	MARCOS PIZZA & SUBS	\$ 98.28
ATTICA ACE HARDWARE	\$ 166.91	MARTIN BROS CHEVROLET INC	\$ 1,132.91
ABBOTT ANSWERING 581 LLC	\$ 213.10	MEUA - MUNICIPAL ELECTRIC	\$ 10,982.50
BLUE COLLAR WORKWEAR	\$ 8,678.90	KOERNER, GILLIAN	\$ 553.76
JIM'S EQUIPMENT REPAIR INC	\$ 202.94	NYS INCOME TAX	\$ 5,244.76
UDIG NY, INC	\$ 22.16	NYS CHILD SPRT PROCESSING	\$ 500.46
AIRGAS, INC	\$ 308.13	S D MYERS INC	\$ 344.00
QUADIENT LEASING USA LLC	\$ 159.63	JOHN SIXT & SON, INC.	\$ 209.00
T J MARQUART & SONS INC	\$ 1,118.94	STAPLES CONTRACT & COMMERC	\$ 647.47
GUTHRIE HELI-ARC INC	\$ 2,658.00	VILLAGE OF ARCADE	\$ 80.00
DE LAGE LANDEN FINANCIAL S	\$ 343.95	WARD & KUTZUBA PLLC	\$ 775.00
TOMPKINS - ELAN FINANCIAL	\$ 952.84	WORKPLACE HEALTH SERVICES	\$ 120.00
WM CORPORATE SERVICES INC	\$ 8,699.88	GRAINGER	\$ 55.17
GENUINE PARTS COMPANY	\$ 36.98	WYOMING COUNTY TREASURER	\$ 32,834.02
CHARTER COMMUNICATIONS HOL	\$ 127.97	WYOMING COUNTY WORKER'S CO	\$ 95,775.00
AMHERST ALARM, INC	\$ 928.95	ZIMMER AUTO PARTS & SALES	\$ 92.73
COLUMN TOTAL	\$ 84,353.42	COLUMN TOTAL	\$ 221,244.30
		GRAND TOTAL	\$ 305,597.72