

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, January 19, 2010 at 7:00pm there were:

PRESENT

Mayor Paul Burkett, Trustee Hugh Ely, Trustee Jay May, Trustee Ken Rule, Superintendent of Public Works Larry Kilburn, Deputy Clerk/Treasurer Jennifer Kraft, and Police Chief John Laird

ABSENT

Trustee Joanne Offers and Clerk/Treasurer Pam Beiersdorf

ALSO PRESENT

Pioneer Central School Government class members: Amalia Katsinis and Cassandra Buck.

PLEDGE OF ALLEGIANCE

Mayor Burkett opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee Ely and seconded by Trustee May, the minutes from the regular meeting held on January 5, 2010 be approved as presented by Clerk/Treasurer Beiersdorf.

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

HANDICAPPED PARKING REQUEST

Chief Laird and Superintendent of Public Works Kilburn are reviewing the Parking Local Law and are looking into making changes to it regarding the handicapped parking request. They will report back to the Board at a future meeting.

AWARD BID - 52 FOOT (52') BUCKET TRUCK WITH SERVICE BODY ON A NEW CHASSIS

Motion by Mayor Burkett and seconded by Trustee May, per recommendation by Superintendent of Public Works Kilburn, the 52 foot (52') bucket truck with service body on a new chassis be hereby awarded to Altec from Plains, PA in the amount of \$176,046.00.

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

REVIEW DRAFT LOCAL LAW A-2010, STREETS AND SIDEWALKS (CHAPTER 55)

No further changes were made to the Streets and Sidewalks Local Law. A public hearing will be scheduled at a future date for the dual purpose to hear comments regarding both the Streets and Sidewalks Local Law and the Parking Local Law (yet to be drafted).

PERMISSION TO ATTEND WNY WATER WORKS CONFERENCE

Motion by Trustee Ely and seconded by Trustee May, Al Noble be hereby authorized to attend the WNY Water Works Conference on Wednesday, February 3, 2010 from 8:30am to 3:15pm in Batavia, NY. Cost of the conference is \$20.00 and includes lunch. Topics to include next generation in bolted steel water storage tank, valve and hydrant maintenance, satellite telemetry technologies for water and sewer, arsenic removal technologies, strengths, weaknesses opportunities and threats analysis of water and sewer systems, etc.

The motion was passed upon the following vote:

VOTE									
Mayor Paul Burkett	X	Yes		No		Abstain		Absent	
Trustee Hugh Ely	X	Yes		No		Abstain		Absent	
Trustee Jay May	X	Yes		No		Abstain		Absent	
Trustee Joanne Offers		Yes		No		Abstain	X	Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

PERMISSION TO ATTEND SOLAR ENERGY COURSE

Motion by Trustee May and seconded by Trustee Rule, Superintendent of Public Works Kilburn be hereby authorized to attend the Solar Energy Course on Thursday, February 25, 2010 from 8:00am to 4:15pm in Buffalo, NY. Cost of the course is \$259.00 per person. Participants will examine the equipment and technology used in photovoltaic solar energy systems, explore passive solar energy strategies, discuss the economics of solar energy systems, learn about solar hot water systems and solar heating and cooling systems, and evaluate actual case studies.

The motion was passed upon the following vote:

VOTE									
Mayor Paul Burkett	X	Yes		No		Abstain		Absent	
Trustee Hugh Ely	X	Yes		No		Abstain		Absent	
Trustee Jay May	X	Yes		No		Abstain		Absent	
Trustee Joanne Offers		Yes		No		Abstain	X	Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

SAFE ROUTES TO SCHOOL GRANT PUBLIC MEETING

Superintendent of Public Works Kilburn announced that a public meeting has been scheduled for Wednesday, February 3, 2010 from 7:00 to 9:00 pm regarding the safe routes to school grant.

GRANT WRITER CONTRACT

Motion by Trustee May and seconded by Trustee Ely, the Mayor of the VOA be authorized to enter and execute a yearly contract with Ann McDonnell for a sum of \$16,000.00 annually to be paid in quarterly installments (\$4,000.00 per quarter). In addition, money reimbursed from Wyoming County shall be proportioned back to the original expense line items.

The motion was passed upon the following vote:

VOTE									
Mayor Paul Burkett	X	Yes		No		Abstain		Absent	
Trustee Hugh Ely	X	Yes		No		Abstain		Absent	
Trustee Jay May	X	Yes		No		Abstain		Absent	
Trustee Joanne Offers		Yes		No		Abstain	X	Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

NATIONAL GRID

Superintendent of Public Works Kilburn reported that National Grid has scheduled another brief power outage for January 25, 2010. Superintendent of Public Works Kilburn has asked National Grid to postpone the outage until January 29, 2010 so VOA customers can be notified. Superintendent of Public Works Kilburn will know more Wednesday, January 20, 2010.

VOA LETTERHEAD

As explained in an email from Clerk/Treasurer Beiersdorf to the Board dated January 13, 2010, the VOA is obligated to ensure that all written materials include a TDD relay number (a device use by the hearing or speech impaired to communicate over telephone lines) and at a minimum include the statement, "The Village of Arcade is an equal opportunity provider and employer" as a requirement of receiving federal assistance through the US Department of Agriculture for the 2009 Heavy Rescue Truck. Hence, the VOA's letterhead is under construction. Sample letterhead layouts were distributed to the Board for review and comments. The Board unanimously agreed to the layout attached.

ATTENDANCE AT MEETINGS, CONFERENCES, SCHOOLS, SEMINARS, WORKSHOPS

The following resolution was offered by Trustee May and seconded by Trustee Rule and supersedes the resolution passed on April 21, 2009:

RESOLUTION

WHEREAS, pursuant to General Municipal Law §77-b, the Board has determined that there is to be held during the coming official year meetings, conferences, schools, seminars, workshops; and

WHEREAS, the Board has determined that attendance by the Mayor, Deputy Mayor, Trustees, Superintendent of Public Works, Chief of Police, Police Sergeant, Justice, and Acting Justice, Clerk/Treasurer, and Deputy Clerk/Treasurer to such meetings, conferences, schools, seminars, workshops be necessary for the betterment of the VOA;

WHEREAS, the Board has empowered department managers (Superintendent of Public Works, Chief of Police, Police Sergeant, Justice and Acting Justice, Clerk/Treasurer, and Deputy Clerk/Treasurer) to authorize attendance by VOA employees to such meetings, conferences, schools, seminars, workshops be necessary for the betterment of the VOA;

WHEREAS, the Board approves travel expenses for such meetings, conferences, schools, seminars, workshops providing money is included in the respective Department budget, costs are not in excessive of \$200, travel is within New York State and not in excessive of one day in duration, and travel is performed utilizing a cost effective and reasonable method of travel;

WHEREAS, the Board requires that upon return from the meeting, conferences, schools, seminars, workshop a written statement must be made to the Board within thirty (30) days of the meeting, conference, school, seminar, workshop that summarizes what was discussed and demonstrates what was gained by participating in the meeting, conference, school, seminar, workshop.

NOW THEREFORE BE IT RESOLVED, that this resolution shall take effect immediately.

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

PERMISSION TO DESTROY RECORDS

Motion by Trustee Ely and seconded by Trustee Rule, Clerk/Treasurer Beiersdorf be granted permission to destroy the following records in accordance with New York State Archives Records Retention and Disposition Schedule MU-1:

- electric utility bill remittance stubs dated 05/30/2003 through 10/24/2003 (6 year retention) (Section 12.[256])
- employee's time sheets for calendar year 2003 (6 year retention) (Section 5.[349])
- purchase orders dated 06/2003 through 09/2003 (Section 1.[559]) (6 year retention)

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

CONSIDER FACILITY USE WAIVER REQUEST FROM THE GIRL SCOUTS OF GENESEE VALLEY

Motion by Mayor Burkett and seconded by Trustee May, Clerk/Treasurer Beiersdorf be authorized to waive the deposit and rental fees for the use of the park cabin on February 5, 2010 from 6:30pm to 7:30pm for the Girl Scouts of Genesee Valley's teddy bear tea for girls in second and third grade.

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

2010-2011 LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND (LGRMIF) GRANT APPLICATION

The following resolution was offered by Trustee Ely and seconded by Trustee May:

RESOLUTION

WHEREAS, the New York State (NYS) Archives established the Local Government Records Management Improvement Fund (LGRMIF) in 1989 to provide funds to help local governments establish records management programs; and

WHEREAS, the NYS Archives is accepting applications for the 2010 LGRMIF grant; and

WHEREAS, the maximum award involving a single municipality is \$75,000; and

WHEREAS, the grant may be used for a variety of purposes, including, but not limited to conduct a full inventory of all of the Village's records (including its electronic records) and to develop a needs assessment and records management plan; and

WHEREAS, the deadline for application is February 1, 2010; and

WHEREAS, the VOA Board of Trustees understands that any funds awarded pursuant to an application shall be used only in accordance with all rules and regulations governing the grant; and

WHEREAS, the VOA Board of Trustees also understands that any goods and/or services purchased with any LGRMIF funds shall be obtained in accordance with acceptable procurement practices established by the VOA including competitive bidding; and

NOW THEREFORE BE IT RESOLVED, that VOA Board of Trustees hereby authorizes the Village Clerk/Treasurer to make an application; and

BE IT RESOLVED, that the Village Clerk/Treasurer be authorized to apply up to the maximum amount available; and

BE IT FURTHER RESOLVED, that the Mayor of the Village of Arcade is hereby authorized to sign the 2010 LGRMIF application or any documents relating to the submission of the grant application.

The motion was passed upon the following vote:

VOTE								
Mayor Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

AUDIT BILLS

Motion by Trustee Rule and seconded by Trustee May, the Village bills be audited and paid 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 Paul Burkett	X	Yes		No		Abstain		Absent
Trustee Hugh Ely	X	Yes		No		Abstain		Absent
Trustee Jay May	X	Yes		No		Abstain		Absent
Trustee Joanne Offers		Yes		No		Abstain	X	Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

BUDGET ADJUSTMENTS

The mayor requested that going forward budget adjustments be done regularly once a month.

REVIEW AND DISCUSS BST PRELIMINARY REPORT

The report was handed out and it will be discussed at a future board meeting.

ESTABLISH ECONOMIC DEVELOPMENT LOAN PROGRAM (EDLP) INTEREST RATE

Motion by Mayor Burkett and seconded by Trustee May, the Board hereby establishes the economic development loan program interest rate at prime rate minus one percent.

The motion was passed upon the following vote:

VOTE									
Mayor Paul Burkett	X	Yes		No		Abstain		Absent	
Trustee Hugh Ely	X	Yes		No		Abstain		Absent	
Trustee Jay May	X	Yes		No		Abstain		Absent	
Trustee Joanne Offers		Yes		No		Abstain	X	Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

ESTABLISH JUSTICE COURT EXPENSE RATIO WITH TOWN OF ARCADE

Motion by Trustee Ely and seconded by Trustee Rule, the VOA Board adjusts the expense ratio to 18% (from 17%) based on the total number of cases from January 2009 to December 2009 effective June 1, 2010 through May 31, 2011 (VOA fiscal year) pending TOA Board approval and written response indicating such approval.

The motion was passed upon the following vote:

VOTE									
Mayor Paul Burkett	X	Yes		No		Abstain		Absent	
Trustee Hugh Ely	X	Yes		No		Abstain		Absent	
Trustee Jay May	X	Yes		No		Abstain		Absent	
Trustee Joanne Offers		Yes		No		Abstain	X	Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

REPORTS RECEIVED

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

- Justice (December 2009)

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:20pm upon motion by Trustee May and seconded by Trustee Rule.

Deputy Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
ABBOTT WELDING SUPPLY CO	\$ 160.61	MAYNARDS ELECTRIC SUPPLY	\$ 2,590.72
ALBERT J. MOGAVERO, CHAPTER 13	\$ 422.00	MAZUIK WHOLESALE DISTRIBUTORS	\$ 714.64
APPLIED INDUSTRIAL TECHNOLOGIE	\$ 3,117.86	METRO GROUP INC	\$ 17.25
ARCADE HERALD	\$ 208.81	MIKHAIL, JOANNE	\$ 191.11
ARCADE LUMBER & MILLWORK	\$ 872.89	MILLER, DONNA	\$ 676.32
ARCADE POSTMASTER	\$ 1,550.00	MILTON CAT	\$ 715.76
ARCADE POSTMASTER	\$ 280.28	MOORE MEDICAL, LLC	\$ 179.63
AT&T	\$ 497.15	MORRISON, SUSAN	\$ 100.00
AUTOZONE	\$ 119.93	NGT CORPORATION	\$ 1,010.00
BANK OF NEW YORK	\$ 1,842.33	NORFOLK SOUTHERN CORP.	\$ 208.78
BENCHMARK ANALYTICS, INC	\$ 758.51	NY PLANNING FEDERATION	\$ 175.00
BLISS, RONALDA	\$ 100.00	NY POWER AUTHORITY	\$ 143,082.95
BLUE MOON PORTABLE TOILET	\$ 70.00	NYS INCOME TAX	\$ 4,148.60
BRASS SHURFINE	\$ 360.92	NYS MAGISTRATES ASSOCIATION	\$ 80.00
CATTARAUGUS CO LABORATORY	\$ 120.00	NYSAMCC INC	\$ 35.00
CATTARAUGUS CO MAGISTRATES ASS	\$ 15.00	OFFICE OF STATE COMPTROLLER	\$ 7,505.50
CATTARAUGUS COUNTY CLERK	\$ 55.00	OUTSOURCE RECEIVABLES MGMT INC	\$ 37.00
CDW GOVERNMENT INC	\$ 55.20	QUILL CORP	\$ 258.28
CHURCHVILLE FIRE EQUIP	\$ 438.00	RADIO SHACK	\$ 39.98
CID-DIV WASTE MANAGEMENT	\$ 383.70	RICHARD-CIN SIGNS & SUPPLIES I	\$ 182.40
CSEA	\$ 693.26	STUART C IRBY CO	\$ 250.05
CSEA POLICE UNIT	\$ 139.53	TASER INTERNATIONAL, INC	\$ 411.75
CURR A/C ELECTRIC	\$ 7,139.62	TIFCO INDUSTRIES	\$ 347.04
CURR A/C SEWER	\$ 192.79	TIME WARNER CABLE	\$ 122.95
CURR A/C WATER	\$ 714.86	TRI-COUNTY TOOL RENTAL & SALES	\$ 66.00
DFT COMMUNICATIONS/SECURITY	\$ 563.51	UNIVAR USA INC.	\$ 1,636.76
DOLORES M DAWLEY	\$ 540.00	UPS	\$ 31.71
EATON OFFICE SUPPLY	\$ 1,107.52	VERIZON	\$ 248.99
FASTENAL COMPANY	\$ 10.94	VERIZON WIRELESS	\$ 705.80
FIEGEL, DAWN	\$ 100.00	VILLAGE OF ARCADE	\$ 70.00
FIRST REHABILITATION LIFE	\$ 550.70	WARD & KUTZUBA	\$ 246.75
FORBES, EDITH E	\$ 70.00	WESCO DIST. INC.	\$ 2,735.01
FREEDOM TAX COLLECTOR	\$ 19,466.61	WILLIAM SCOTSMAN, INC	\$ 343.00
GENERAL WELDING	\$ 275.00	WITTMAYER, JUDITH	\$ 1,706.25
GERNATT ASPHALT PROD INC	\$ 695.39	WPHS	\$ 545.00
GRAPHIC CONTROLS LLC	\$ 226.88	WYOMING CO TREASURER	\$ 34,742.04
HAMBY YOUNG POWER SUPPLY	\$ 1,749.70	WYOMING CO WORKERS	\$ 55,037.00
HERITAGE CRYSTAL CLEAN, LLC	\$ 183.50	WYOMING COUNTY CLERK	\$ 60.00
HSBC BANK USA	\$ 339.78	YORKSHIRE TAX COLLECTOR	\$ 6,587.08
IEEP:IND ENERGY EFF PROG	\$ 11,726.88	Z & M AG AND TURF	\$ 300.00
IRS - FEDRAL PAYROLL TAX PAYME	\$ 21,367.29	ZIMMER AUTO PARTS & SALES INC	\$ 582.43
KRIST, MATTHEW	\$ 250.00		
LAURA'S COUNTRY OVEN	\$ 25.20		
LEXISNEXIS RISK DATA	\$ 50.00		
TOTAL COLUMN 1	\$ 79,607.15	TOTAL COLUMN 2	\$ 268,724.53
		OVERALL TOTAL	\$ 348,331.68

Trustees

Hugh P. Ely
Joanne E. Offers
Jay R. May
Kenneth J. Rule

Clerk/Treasurer

Pam Beiersdorf
Ext. 102



Mayor

Paul D. Burkett
Ext. 119

Supt of Public Works

Larry A. Kilburn, PE
Ext. 113

Police Chief

John Laird
Ext. 108

Fire Chief

Tom Beiersdorf

VILLAGE OF ARCADE
17 Church Street, Arcade, NY 14009
Telephone: (585) 492.1111 • Fax: (585) 496.7444 • TDD: (800) 662.1220
Web: www.villageofarcade.org
Office Hours: 7:00am to 4:00pm, Monday through Friday, except Holidays

The Village of Arcade is an equal opportunity provider and employer.

Document2