

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, December 17, 2013 at 7:00 pm there were:

**PRESENT**

Mayor Jay May, Trustee Ken Rule, Trustee Jim McGarvey, Trustee Donna Schiener Trustee Andrew Koerner, Superintendent of Public Works Larry Kilburn, Clerk/Treasurer Jennifer Kraft, Police Chief Anthony Biscaro, Deputy Clerk/Treasurer Michelle Karpinski.

**ABSENT**

Trustee Ken Rule

**ALSO PRESENT**

Carole Jones, Al Noble

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**APPROVE MINUTES**

Motion by Trustee Koerner and seconded by Trustee Schiener, the minutes from the regular meeting held on December 3, 2013 be approved as presented by Deputy Clerk/Treasurer Karpinski.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey		Yes		No	X	Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	3	Yes	0	No	1	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**EMPLOYEE RETIREMENTS**

Motion by Trustee Schiener and seconded by Trustee McGarvey to accept the following employee retirements:

- Lineman Michael Morgan, 29 years of service, effective 2/14/2014
- Sr. Account Clerk Cheryl Parker, 27 years of service, effective 12/27/2013

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No		Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**PROPERTY TRANSFERS**

The following resolution was offered and accepted with a motion by Trustee Schiener and seconded by Trustee McGarvey

**PROPERTY FOR THE WEST STREET BRIDGE PROJECT**

**WHEREAS**, Wyoming County (County) has obtained easements on certain properties and purchased property as required for the replacement of Arcade Bridge #02, BIN 43319440 West Street over the Cattaraugus Creek and

**WHEREAS**, certain of the facilities constructed by the County will be turned over to the Village of Arcade (Village) for future maintenance following construction and acceptance by the Village, and

**WHEREAS**, it is the intention of Wyoming County to transfer the easements of the properties listed below to the Village of Arcade:

Property Owner	Tax Map No.	Surveyor Map & Parcel No.	Acreage
Edward L. Pirdy Jr. Sandra L. Pirdy 239 East Main Street Arcade, NY 14009 Permanent easement for pedestrian bridge over Cattaraugus Creek	183.14-1-10	Map #1 Parcel #1	0.0476
Russell Day 3246 Transit Road Orchard Park, NY 14127 Permanent easement for pedestrian bridge over Cattaraugus Creek	183.10-1-27	PE Map #1 Parcel #1	0.415
Donald Wulff 423 North Street Arcade, NY 14009 Permanent easement for new catch basin	183.09-1 -10.1	PE Map #4 Parcel #5	0.007

**WHEREAS**, It is the intention of Wyoming County to transfer the ownership of the below mentioned property to the Village of Arcade;

Property Owner	Tax Map No.	Surveyor Map & Parcel No.	Acreage
Evelyn J. Bly 549 North Street Arcade, NY 14009 Property for relocated North Street Lift Station	183.09-1-2.1	Map #2 Parcel #3	0.052

**NOW THEREFORE BE IT RESOLVED**, that the Mayor of the Village of Arcade is hereby authorized and directed to sign any and all contracts and other required paperwork regarding the property transfer of the aforementioned properties.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	X	<b>PASS</b>					<b>FAIL</b>	

**FY 2013-14 BUDGET AMENDMENT**

Motion by Trustee McGarvey and seconded by Mayor May for the FY 2013-14 budget to be amended as follows: funds have been received from TPI as a donation to the Police Department in the amount of \$500.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-2705-0100	001-5-3120-200-2000
In the amount of <b>\$500.00</b>	

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

#### **HIRE ACCOUNT CLERK**

Motion by Trustee Koerner and seconded by Mayor May to authorize Clerk/Treasurer Kraft to hire Debora Zielinski in the position of Account Clerk at an hourly rate of \$13.86 which follows the CSEA, Local 1000 AFSCME, AFL-CIO General Unit Contract. The start date will be approximately January 13, 2013.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener		Yes	X	No		Abstain		Absent
<b>VOTE TOTAL:</b>	3	Yes	1	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

#### **HOLIDAY LUNCHEON**

Motion was made by Trustee McGarvey and seconded by Mayor May authorizing the closing of the office for one hour, noon to 1pm, Friday December 20, 2013 for the office holiday luncheon.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

#### **AUTHORIZE MAYOR TO SIGN COSI CONTRACTS**

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize Mayor May to sign the annual COSI contract for the Savin Printer/Copier, model #MP 2352. This contract covers maintenance, labor, parts, drum, developer and toner and costs \$615 annually.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**PERMISSION TO DESTROY RECORDS**

Motion by Mayor May and seconded by Trustee McGarvey to authorize Clerk Treasurer Kraft to destroy the following records in accordance with MU-1 schedule, with retention of 6 years:

Box 0709 Electric Receipts 9/25/07 – 12/07/07

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent	
Trustee Ken Rule		Yes		No		Abstain	X	Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**CANCELLATION OF DEBT**

Motion by Trustee McGarvey and seconded by Trustee Schiener to authorize cancellation of the following debt, this debt is past statute.

<b>NAME</b>	<b>AMOUNT</b>
JAMIE JONES	\$525.90
<b>TOTAL</b>	<b>\$525.90</b>

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent	
Trustee Ken Rule		Yes		No		Abstain	X	Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**HIRE TEMPORARY CLERK**

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize Clerk Treasurer Kraft to hire Kelsey May as a temporary clerk for work on the Records Grant. The rate of pay is \$12 per hour with an effective date of 12/18/2013. The wages are paid for with the proceeds of the grant.

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May		Yes		No	X	Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent	
Trustee Ken Rule		Yes		No		Abstain	X	Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	3	Yes	0	No	1	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**AUDIT BILLS**

Motion by Mayor May and seconded by Trustee McGarvey, the Village bills be audited and paid in the amount of \$562,554.55 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:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**EXECUTIVE SESSION**

Motion by Trustee McGarvey and seconded by Trustee Koerner, the Board enter into executive session to discuss the following topic(s) at 7:40 pm:

- Employment history of a particular employee  
Proposed acquisition, sale or lease of property

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

Motion by Trustee McGarvey and seconded by Trustee Schiener, the Board exit executive session at 8:02 pm.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 8:05pm upon motion by Trustee McGarvey and seconded by Trustee Koerner.

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Clerk/Treasurer