

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, January 7, 2014 at 7:00 pm there were:

PRESENT

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

ABSENT

Trustee Donna Schiener, Deputy Clerk Treasurer Michelle Karpinski

ALSO PRESENT

Carole Jones, Sandie Dutton

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee McGarvey and seconded by Trustee Koerner, the minutes from the regular meeting held on December 17, 2013 be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

VOTE								
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	X	Abstain		Absent
Trustee Donna Schiener		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	1	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

EMPLOYEE RETIREMENTS

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

Account Clerk Luann Lancaster, 25 years of service, effective February 28, 2014

The motion was passed upon the following vote:

VOTE								
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		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	4	Yes	0	No		Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

PERMISSION TO SEND OFFICER FOR TRAINING

Chief Biscaro requested permission to send Sargent Krist for training through the Gundersen National Child Protection Training Center. This training will be funded by the Wyoming County District Attorney's office and takes place in Arkansas March 24 – 26, 2014. The only cost to the Village will be Sergeant Krist's wages.

Motion by Mayor May and seconded by Trustee Koerner to authorize Sergeant Krist to attend training at NorthWest Arkansas Community College, Bentonville Arkansas.

The motion was passed upon the following vote:

VOTE							
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		Yes		No		Abstain	X Absent
VOTE TOTAL:							
	4	Yes	0	No		Abstain	1 Absent
RESULTS							
	X	PASS				FAIL	

OFFICER RESIDENCY

Chief Biscaro requested the board consider allowing Officer Mark Yuhnke to purchase a home in Holland. The location is within a ten mile radius of the Village proper. Chief Biscaro feels Officer Yuhnke will be available quickly should an emergency arise.

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize Officer Yuhnke to reside within a ten mile radius of the Village proper.

The motion was passed upon the following vote:

VOTE							
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		Yes		No		Abstain	X Absent
VOTE TOTAL:							
	4	Yes	0	No		Abstain	1 Absent
RESULTS							
	X	PASS				FAIL	

MAYOR COMMENDS EMPLOYEES

Mayor May commended all of the VOA employees for a job well done despite the difficult weather conditions that have occurred the last few days. He felt there was no loss of service and was very happy with the customer service from the office to the men that work out in the field.

AUTHORIZE MAYOR TO SIGN WORKSITE EXPERIENCE AGREEMENT

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize the Mayor to sign the Worksite Experience Agreement between the Village of Arcade and Wyoming County Department of Social Services. The agreement covers the period of January 1, 2014 through December 31, 2014.

The motion was passed upon the following vote:

VOTE							
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		Yes		No		Abstain	X Absent
VOTE TOTAL:							
	4	Yes	0	No		Abstain	1 Absent
RESULTS							
	X	PASS				FAIL	

AUTHORIZE MAYOR TO SIGN CULTURAL SERVICES AGREEMENT

Motion by Trustee Koerner and seconded by Trustee Rule to authorize the Mayor to sign the Cultural Services Agreement between the Village of Arcade and the Arts Council for Wyoming County (ACWC). This agreement authorizes the ACWC to send grant funds in the amount of \$1300 for our summer recreation program, "Summer Salutes the Arts."

The motion was passed upon the following vote:

VOTE								
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		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	4	Yes	0	No		Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

AUTHORIZE MAYOR TO SIGN ANNUAL SERVICE CONTRACTS WITH BISON OFFICE SYSTEMS

Motion by Trustee McGarvey and seconded by Trustee Rule to authorize the Mayor to sign annual service contracts with Bison Office Systems for the following copy/printers: the Savin MLP31, Savin MPC305 and Savin MP2352. These contracts replace the original service agreements signed with Complete Office Solutions, which has been sold to Bison Office Systems.

The motion was passed upon the following vote:

VOTE								
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		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	4	Yes	0	No		Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

NOTICE OF FINAL RAILROAD CEILING

Clerk/Treasurer Kraft reported that notice has been received from the NYS Board of Real Property Services that the final railroad ceiling for the Buffalo & Pittsburg RR, Inc. real property for the VOA assessment roll to be filed in 2014 is \$159,621. This is an increase of \$16,484 due to the equalization rate of 92.06 for 2014 versus 92.97 for the 2013 tax year.

VLLAGE ELECTIONS POLLING PLACE AND HOURS

The following resolution was offered by Trustee McGarvey and seconded by Trustee Koerner:

RESOLUTION

WHEREAS, the next Village Election is to be held on Tuesday, March 18, 2014;

NOW, THEREFORE BE IT RESOLVED, that the Village of Arcade Board of Trustees set the polling place as the Village Board Room, 17 Church Street, Arcade, Wyoming County, New York and the polls be open from 12:00 o'clock noon until 9:00pm.

The motion was passed upon the following vote:

VOTE								
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		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	4	Yes	0	No		Abstain	1	Absent
RESULTS								
	X	PASS					FAIL	

FY 2013-2014 BUDGET AMENDMENT

Motion by Mayor May and seconded by Trustee Rule, the FY 2013-14 budget be amended as follows because funds have been received from an Arcade Winterfest Committee for the purchase of a handicap swing for the Village park.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-2705-0100	001-5-7140-400-4350
In the amount of \$160.00	

The motion was passed upon the following vote:

VOTE									
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		Yes		No		Abstain	X	Absent	
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS	X	PASS					FAIL		

PERMISSION TO DESTROY RECORDS

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

2004,2005 and 2007 Correspondence
Old Personnel Files

The motion was passed upon the following vote:

VOTE									
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	X	Absent	
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS	X	PASS					FAIL		

AUDIT BILLS

Motion by Trustee McGarvey and seconded by Trustee Rule, the Village bills be audited and paid in the amount of \$683,503.46 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 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		Yes		No		Abstain	X	Absent	
VOTE TOTAL:	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS	X	PASS					FAIL		

DISCUSSION RESIDENCY POLICY

The board and those in attendance discussed the current residency policy. It was decided the Board would review this policy in the coming year.

EXECUTIVE SESSION

Motion by Trustee Rule and seconded by Trustee McGarvey the Board enter into executive session to discuss the following topic(s) at 7:44pm:

- Employment history of a particular employee

The motion was passed upon the following vote:

VOTE									
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		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

Motion by Trustee Koerner and seconded by Trustee McGarvey, the Board exit executive session at 8:22pm.

The motion was passed upon the following vote:

VOTE									
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		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

MID YEAR RAISE FOR SALARIED EMPLOYEES

Motion by Mayor May and seconded by Trustee McGarvey to authorize a salary increase to the salaried employees as follows:

Chief Biscaro 1.75% increase (\$1,128.40)

Superintendent of Public Works Kilburn 1.25% increase (\$1,003.26)

Clerk/Treasurer Kraft 1.75% increase (\$811.14)

Deputy Clerk Treasurer Karpinski 1.75% increase (\$604.02)

The salary increase is effective January 1, 2014.

The motion was passed upon the following vote:

VOTE									
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		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	4	Yes	0	No	0	Abstain		Absent	
RESULTS									
	X	PASS					FAIL		

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:28 pm upon motion by Trustee McGarvey and seconded by Trustee Rule.

Clerk/Treasurer