

The special meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Friday, May 30, 2014 at 7:00 am there were:

**PRESENT**

Mayor Jay May, Trustee Ken Rule, Trustee Jim McGarvey, Trustee Donna Schiener, Clerk/Treasurer Jennifer Kraft, Police Chief Anthony Biscaro, Deputy Clerk/Treasurer Michelle Karpinski.

**ABSENT**

Trustee Andrew Koerner, Superintendent of Public Works Kilburn

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**FY 2013-2014 BUDGET AMENDMENT**

Motion by Trustee Schiener and seconded by Trustee McGarvey, the FY 2013-2014 budget be amended as follows because funds have been received from the United States Department of Justice for the purchase of bullet proof vests for the police officers in the amount of \$747.00 and funds have been received for the STOP DWI grant from Wyoming County in the amount of \$446.08.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-4389-0100	001-5-3120-400-4050
In the amount of <b>\$747.00</b>	

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-3389-0100	001-5-3120-101-1005
In the amount of <b>\$446.08</b>	

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**JCAP GRANT**

Motion by Mayor May and seconded by Trustee Schiener to authorize James McGarvey, General Contractor to remodel the courtroom per the JCAP grant. Bids were requested for the remodeling of the court room and were due May 27, 2014 and no bids were received. The board room needs repairs to the ceiling and the money has been received to do the work.

The motion was passed upon the following vote:

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

**PURCHASE DIGGER DERRICK**

Discussion was held regarding the purchasing of the 2015 Altec Digger Derrick. Although funds were budgeted for this purchase, the VOA board chose not to proceed with the purchase of this equipment in the current fiscal year. The purchase will be discussed at a future VOA board meeting.

**TRANSFER FUNDS FROM/TO RESERVES**

Motion by Mayor May and seconded by Trustee Rule to authorize Clerk Treasurer Kraft to move the following funds into the Equipment Replacement Reserve:

General Fund	\$42,000 (fire dept)
Water	\$30,852
Sewer	\$13,335
Electric	\$56,365

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>		<b>X</b>	<b>PASS</b>				<b>FAIL</b>	

Motion by Trustee McGarvey and seconded by Mayor May to authorize Clerk Treasurer Kraft to move funds from the Employee Accrued Liability Funds to the following funds to cover the expenses incurred for the sick and vacation payout for employees that retired:

General Fund	\$4,724.08
Water	\$3,149.40
Sewer	\$3,149.40
Electric	\$10,125.01

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>		<b>X</b>	<b>PASS</b>				<b>FAIL</b>	

Motion by Trustee McGarvey and seconded by Mayor May to authorize Clerk Treasurer Kraft to move funds from the Retirement Contribution reserve to cover the expenses of the overage on the Police Department Retirement invoice for the current fiscal year. The overage occurred due to a prior year adjustment in the amount of \$7,348.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**RESOLUTION - 2014 TAX LEVY**

The following resolution was offered by Trustee Rule and seconded by Trustee Schiener:

**RESOLUTION**

**WHEREAS**, Real Property Tax Law §1420 mandates that the Board of Trustees levy the tax for the ensuing year by May 15<sup>th</sup>; and

**WHEREAS**, the Board of Trustees has adopted a budget for the period June 1, 2014 through May 31, 2015 showing an amount to be raised by taxation; and

**WHEREAS**, the taxable assessed value of the Village for the period June 1, 2014 through May 31, 2015 has been set forth in the final assessment roll and verified by the assessors; and

**BE IT RESOLVED**, that Clerk/Treasurer Kraft be hereby authorized and directed to extend and carry out upon the roll the amount to be levied against each parcel of real property with a tax rate of 14.3900 per thousand of assessed valuation.

Total General Fund Tax Levy .....\$1,274,251.00

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**2014 TAX WARRANT**

The following resolution was offered by Trustee Schiener and seconded by Trustee McGarvey

To: Jennifer Kraft, Clerk Treasurer

**YOU ARE HEREBY COMMANDED** to receive and collect from the persons named in the tax roll hereunto annexed, the several sums stated in the last column hereof opposite their respective names, being a total of **\$1,274,251.00**.

For General Fund.....\$1,274,251.00  
 For Omitted Taxes .....\$0.00  
 For Delinquent Water Rents, Charges, & Interest .....\$0.00  
 For Delinquent Sewer Rents, Charges, & Interest.....\$0.00  
 For Miscellaneous General Fund Accounts Receivable .....\$0.00

For Miscellaneous Water Fund Accounts Receivable .....	\$0.00
For Miscellaneous Sewer Fund Accounts Receivable .....	\$0.00
For Tax Rebate .....	\$0.00
<b>Total Real Property Taxes &amp; Other Charges on Roll.....</b>	<b>\$1,274,251.00</b>

**YOU ARE FURTHER COMMANDED** to receive and collect such sums without additional charge between June 1, 2014 and July 1, 2014, both inclusive; and thereafter to collect with such of the sums as have not been theretofore collected, an additional charge of five percent (5%) between July 2, 2014 and July 31, 2014 and an additional one percent (1%) for each month thereafter. No payments shall be accepted after October 31, 2014. Unpaid taxes will be re-levied January 1, 2015 by Wyoming County with an additional seven percent (7%).

**YOU ARE FURTHER COMMANDED** to collect the unpaid taxes, with interest as herein provided, and to impose a charge of \$2.00 to offset the expense of mailing notices of unpaid taxes.

**YOU ARE FURTHER COMMANDED** to return the tax roll and warrant on or before November 1, 2014, and at the same time deliver an account of the unpaid taxes to the Board of Trustees. The account must describe each parcel of real property upon which taxes are unpaid, the person(s) whose name the property is assessed, and the amount of unpaid tax.

**YOU ARE FURTHER COMMANDED** to publish a notice in the Arcade Herald newspaper, once a week for two (2) successive weeks, stating that the tax roll and warrant have been delivered to you for the collection of the taxes levied on such roll. The notice must designate that taxes will be collected at the Village of Arcade Office, 17 Church Street, Arcade NY from June 1 to an including July 1 from 7:00am to 4:00pm, except Saturdays, Sundays, and holidays. The notice must state the interest required to be added after July 1 as herein provided.

**IN WITNESS WHEREOF:** The Village of Arcade Board of Trustees has caused this tax warrant to be signed by its Mayor and Clerk/Treasurer of the said Village and the seal of the Village hereby be affixed, May 30, 2014.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**AUDIT BILLS**

Motion by Mayor May and seconded by Trustee Schiener, the Village bills be audited and paid in the amount of \$771,684.35 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		Yes		No		Abstain	X	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>	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**ACCEPT PROPOSED CONTRACT**

Motion by Trustee Schiener and seconded by Mayor May to accept the proposed contract draft with changes as presented.

The motion was passed upon the following vote:

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

**CHANGE IN VOA BOARD MEETING DATE**

Motion by Trustee Rule and seconded by Trustee Schiener to change the date of the second VOA board meeting from June 17, 2014 to June 16, 2014 at 7:00 pm.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**EXECUTIVE SESSION**

Motion by Trustee McGarvey and seconded by Trustee Rule, the Board enter into executive session to discuss the following topic(s) at 8:03am:

- Employment history of a particular employee

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

Motion by Trustee Rule and seconded by Trustee McGarvey, the Board exit executive session at 8:51 am.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	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>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**SALARIED EMPLOYEES PAY RAISES**

Motion by Mayor May and seconded by Trustee Schiener to authorize the following salary increases for the administrative personnel and as part of this salary increase the four administrative employees will not pay any portion of their health insurance premiums.

EMPLOYEE	CURRENT HOURLY RATE	NEW HOURLY RATE
Chief Biscaro	\$31.55	\$32.50
SPW Kilburn	\$39.07	\$40.05
Clerk/Treasure Kraft	\$22.67	\$23.71
Deputy C/T Karpinski	\$16.88	\$19.00

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	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>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 8:58 am upon motion by Trustee McGarvey and seconded by Trustee Rule.

\_\_\_\_\_  
Clerk/Treasurer