

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, October 15, 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 Rule, arrived at the meeting at 7:20 pm.

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**APPROVE MINUTES**

Motion by Trustee Schiener and seconded by Trustee Koerner, the minutes from the regular meeting held on February 3, 2015 be approved as presented by Clerk/Treasurer Kraft.

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 | 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>         |   | <b>X</b> | <b>PASS</b> |    |   |         | <b>FAIL</b> |        |  |

**APPROVE MINUTES**

Motion by Trustee Schiener and seconded by Trustee Koerner, the minutes from the regular meeting held on February 17, 2015 be approved as presented by Clerk/Treasurer Kraft.

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>         |   | <b>X</b> | <b>PASS</b> |    |   |         | <b>FAIL</b> |        |  |

**APPROVE MINUTES**

Motion by Trustee McGarvey and seconded by Trustee Schiener, the minutes from the budget work session held on February 24, 2015 be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

| <b>VOTE</b>            |   |          |             |    |   |         |             |        |  |
|------------------------|---|----------|-------------|----|---|---------|-------------|--------|--|
| Mayor Jay May          | X | Yes      |             | No |   | Abstain |             | Absent |  |
| Trustee Andy Koerner   |   | Yes      |             | No | X | 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>         |   | <b>X</b> | <b>PASS</b> |    |   |         | <b>FAIL</b> |        |  |

**CAR SEAT TRAINING**

Chief Biscaro will be sending part time office Jared Benkelman to the “National Child Passenger Safety Certification Training Course”. Training will take place at the Evans Center Fire Department March 24-27, beginning at 8:00 am and ending between 4 or 5 pm. The cost of the training is \$85. Chief Biscaro will pay Jared his wages and there will be a meal allowance.

**ANNUAL SAFE SCHOOLS INITIATIVE SEMINAR**

Chief Biscaro and Officer Lococo will be attending the Annual Safe Schools Initiative Seminar to be held March 29, 2015 at the University of Buffalo. The seminar will provide schools and safety personnel with effective school safety strategies and plans to enhance emergency preparedness. The seminar is free and lunches are available for purchase.

**RESOLUTION - MEUA SEMI-ANNUAL MEETING**

The following resolution was offered by Mayor May and seconded by Trustee McGarvey:

**RESOLUTION**

**WHEREAS**, the Board of Trustees of the Village of Arcade, New York, is a municipal member of the Municipal Electric Utilities Association (MEUA) of New York State, and

**WHEREAS**, the semi-annual meeting of the MEUA has been called on April 29 and April 30, 2015 to be held at the Embassy Suites Hotel, 6646 Old Collamer Road., East Syracuse, New York, 13057 and,

**WHEREAS**, in accordance with the bylaws of the MEUA, each municipal member may cast one vote on each transaction properly brought before this meeting,

**NOW THEREFORE BE IT RESOLVED**, that Superintendent of Public Works Larry Kilburn be and is hereby designated as the accredited delegate of the Village of Arcade, New York.

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 | 1 | Absent |
| Trustee Donna Schiener | X | Yes |   | No |   | Abstain |   | Absent |
| <b>VOTE TOTAL:</b>     | 4 | Yes | 0 | No | 0 | Abstain | 1 | Absent |

**FINAL TELECOMMUNICATIONS CEILING**

Clerk/Treasurer Kraft reported that notice has been received from the NYS Board of Real Property Services that the final telecommunications ceiling for the Verizon New York, Inc. real property for the VOA assessment roll to be filed in 2015 is \$57,364.00.

**CANCELLATION OF DEBT**

Motion by Mayor May and seconded by Trustee McGarvey to authorize cancellation of the following utility debt:

| <b>NAME</b>                   | <b>AMOUNT</b>     | <b>REASON</b> |
|-------------------------------|-------------------|---------------|
| Daniel Keem                   | \$ 28.29          | Past Statute  |
| Justin Lefort                 | \$ 127.71         | Past Statute  |
| Lee Closson                   | \$ 442.46         | Now Bankrupt  |
| Jerry Dalrymple (A/R invoice) | \$ 57.88          | Past Statute  |
| Robert France                 | \$ 219.07         | Past Statute  |
| Andy Gasbarrini               | \$1,050.60        | Past Statute  |
| Jeremy Johnson                | \$ 51.69          | Deceased      |
| Jody Moran                    | \$1,998.58        | Past Statute  |
| <b>TOTAL</b>                  | <b>\$3,976.28</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 | 1 | Absent |
| Trustee Donna Schiener | X | Yes |   | No |   | Abstain |   | Absent |
| <b>VOTE TOTAL:</b>     |   |     |   |    |   |         |   |        |
|                        | 4 | Yes | 0 | No | 0 | Abstain | 1 | Absent |

**FY 2014-2015 BUDGET AMENDMENTS**

Motion by Trustee McGarvey and seconded by Trustee Koerner, the FY 2014-2015 budget be amended as follows:

Funds have been received from The JCAP grant in the amount of \$20,000

| <b>INCREASE REVENUE</b>             | <b>INCREASE EXPENDITURE</b> |
|-------------------------------------|-----------------------------|
| 001-4-3089-0134                     | 001-5-1110-200-2000         |
| In the amount of <b>\$20,000.00</b> |                             |

Funds have been received from Wyoming County for the STOP-DWI program in the amount of \$2,891.26

| <b>INCREASE REVENUE</b>            | <b>INCREASE EXPENDITURE</b>    |
|------------------------------------|--------------------------------|
| 001-4-3389-0100                    | 001-5-3120-100-1130 \$2,389.13 |
|                                    | 001-5-3120-401-4000 \$ 502.13  |
| In the amount of <b>\$2,891.26</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> |   |        |

**FY 2014-2015 BUDGET ADJUSTMENTS**

Motion by Mayor May and seconded by Trustee Schiener, the budget adjustments be approved as presented by the Clerk (attached).

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> |   |        |

**AUDIT BILLS**

Motion by Trustee Schiener and seconded by Trustee Koerner, the Village bills be audited and paid in the amount of \$ 401,745.86 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>         | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

**EXECUTIVE SESSION**

Motion by Trustee Rule and seconded by Trustee McGarvey, the Board enter into executive session to discuss the following topic(s) at 7:33 pm:

- Proposed, pending or current litigation  
Collective bargaining negotiations

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>         | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

Motion by Trustee Rule and seconded by Trustee Schiener, the Board exit executive session at 7:44 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       | 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>         | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

**REPORTS RECEIVED**

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

- Revenue/Expense Report February 2015

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 7:45 pm upon motion by Trustee Rule and seconded by Trustee McGarvey.

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

3-04-2015 9:03 AM

BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00207-PER BOARD DIRECTIVE 03/03/2015

BUDGET CODE: CB-Current Budget

| FUND ACCOUNT               | DATE      | DESCRIPTION                                   | ADJUSTMENT | ORIGINAL BUDGET | PREVIOUS ADJUSTMENTS | NEW BUDGET | BUDGET BALANCE |
|----------------------------|-----------|-----------------------------------------------|------------|-----------------|----------------------|------------|----------------|
| Budget Adj. # 000557 ----- |           |                                               |            |                 |                      |            |                |
| 001 5-1325-400-4010        | 3/03/2015 | PER BOARD DIRECTIVE SUPPLIES-OFFICE           | 15.00-     | 2,500.00        | 505.99-              | 1,979.01   | 1,109.07       |
| 001 5-1989-400-4000        | 3/03/2015 | PER BOARD DIRECTIVE CONTRACTUAL EXPENDITURES  | 15.00      | 0.00            | 0.00                 | 15.00      | 0.00           |
| Budget Adj. # 000558 ----- |           |                                               |            |                 |                      |            |                |
| 001 5-9040-800-8001        | 3/03/2015 | PER BOARD DIRECTIVE WORKMENS COMP-POLICE      | 255.00-    | 25,000.00       | 581.69-              | 24,163.31  | 95.08          |
| 001 5-9055-800-8001        | 3/03/2015 | PER BOARD DIRECTIVE DISABILITY INS-POLICE     | 255.00     | 145.00          | 0.00                 | 400.00     | 242.52         |
| Budget Adj. # 000559 ----- |           |                                               |            |                 |                      |            |                |
| 006 5-9010-800-8000        | 3/03/2015 | PER BOARD DIRECTIVE STATE RETIREMENT SYSTEM   | 438.50-    | 46,725.00       | 0.00                 | 43,039.41  | 5,961.57       |
| 006 5-9040-800-8000        | 3/03/2015 | PER BOARD DIRECTIVE CONT EXP-WORKMENS COMP    | 438.50     | 10,600.00       | 0.00                 | 11,038.50  | 0.00           |
| Budget Adj. # 000560 ----- |           |                                               |            |                 |                      |            |                |
| 006 5-9010-800-8000        | 3/03/2015 | PER BOARD DIRECTIVE STATE RETIREMENT SYSTEM   | 3,247.09-  | 46,725.00       | 0.00                 | 43,039.41  | 5,961.57       |
| 006 5-8110-400-4220        | 3/03/2015 | PER BOARD DIRECTIVE CONSULTANTS               | 3,247.09   | 11,700.00       | 27,036.34            | 41,983.43  | 19,803.42      |
| Budget Adj. # 000561 ----- |           |                                               |            |                 |                      |            |                |
| 005 5-9010-800-8000        | 3/03/2015 | PER BOARD DIRECTIVE STATE RETIREMENT SYSTEM   | 185.09-    | 37,015.00       | 4,000.00-            | 32,829.91  | 1,398.15       |
| 005 5-9089-800-8005        | 3/03/2015 | PER BOARD DIRECTIVE RETIREMENT INCENTIVE      | 185.09     | 0.00            | 0.00                 | 185.09     | 0.00           |
| Budget Adj. # 000562 ----- |           |                                               |            |                 |                      |            |                |
| 005 5-8340-400-4680        | 3/03/2015 | PER BOARD DIRECTIVE TESTING/LAB SUPPLIES/FEES | 1,551.07-  | 6,500.00        | 0.00                 | 4,948.93   | 4,650.92       |
| 005 5-8340-400-4690        | 3/03/2015 | PER BOARD DIRECTIVE MATERIALS/SUPPLIES/MAINT  | 1,551.07   | 20,000.00       | 7,096.39-            | 14,454.68  | 51.06-         |

3-04-2015 9:03 AM  
PACKET: 00207-PER BOARD DIRECTIVE 03/03/2015  
BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

| FUND ACCOUNT         | DATE | DESCRIPTION | ADJUSTMENT | ORIGINAL BUDGET | PREVIOUS ADJUSTMENTS | NEW BUDGET | BUDGET BALANCE |
|----------------------|------|-------------|------------|-----------------|----------------------|------------|----------------|
| -----                |      |             |            |                 |                      |            |                |
| Budget Adj. # 000562 |      |             |            |                 |                      |            |                |

TOTAL IN PACKET--

0.00

\*\*\* BUDGET DEFICIT WARNINGS \*\*\*

| FUND ACCOUNT        | NAME                     | BALANCE |
|---------------------|--------------------------|---------|
| 005 5-8340-400-4690 | MATERIALS/SUPPLIES/MAINT | 51.06-  |
| TOTAL WARNINGS: 1   |                          |         |

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

| VENDOR                          | AMOUNT           | VENDOR                         | AMOUNT               |
|---------------------------------|------------------|--------------------------------|----------------------|
| AFLAC NEW YORK                  | \$ 1,916.54      | NOCO ENERGY CORP               | \$ 4,528.78          |
| ALMETER, HOLLY                  | \$ 750.00        | D & H EXCAVATING INC           | \$ 150.79            |
| ARCADE POSTMASTER               | \$ 220.00        | DIVAL SAFETY EQUIPMENT         | \$ 474.20            |
| BANK OF NEW YORK                | \$ 2,580.58      | E.J. PRESCOTT, INC             | \$ 175.00            |
| IRS - FEDERAL PAYROLL TAX PAYME | \$ 20,537.08     | DANNY HEINEMAN & SONS INC      | \$ 728.91            |
| DEPOSITORY TRUST AND CLEARING   | \$ 9,675.00      | KUTZUBA, ROBERT                | \$ 1,428.00          |
| BENCHMARK ANALYTICS/MICROBAC L  | \$ 155.80        | L & L AUTO SUPPLY              | \$ 8.62              |
| SS DIESEL & AUTO LLC            | \$ 762.03        | MARCOS PIZZA & SUBS            | \$ 57.25             |
| R.S. MAHER & SON, INC           | \$ 162.32        | KOERNER, GILLIAN               | \$ 49.02             |
| BENEFLEX INC                    | \$ 180.00        | NATIONAL FUEL GAS DISTRIB      | \$ 19.36             |
| ATTICA AUTO SUPPLY              | \$ 62.64         | NATIONAL GRID                  | \$ 58,897.66         |
| FIRST NIAGARA BANK, N.A.        | \$ 630.62        | NY POWER AUTHORITY             | \$ 4,784.06          |
| BLUE COLLAR WORKWEAR            | \$ 277.00        | NY POWER AUTHORITY             | \$ 167,844.75        |
| JIM'S EQUIPMENT REPAIR          | \$ 250.00        | NYS INCOME TAX                 | \$ 3,774.04          |
| APPLIED MAINTENANCE SUPPLIES &  | \$ 356.98        | NYS DEPT OF LABOR/COMMISSIONER | \$ 75.00             |
| UNIVERA                         | \$ 37,558.91     | NYS & LOCAL RETIRE SYSTEM      | \$ 4,009.82          |
| AIRGAS, INC                     | \$ 311.25        | NYS SALES TAX                  | \$ 17,531.06         |
| SAX-BST, LLP                    | \$ 13,500.00     | NYS DEPT OF PUBLIC SRVC        | \$ 36,834.82         |
| BITRONICS LLC                   | \$ 2,008.91      | SOUTER, ROBERT A               | \$ 275.00            |
| JOBS WEEKLY, INC                | \$ 85.50         | STAPLES ADVANTAGE              | \$ 199.44            |
| HD SUPPLY WATERWORKS LTD        | \$ 432.86        | TRACTOR SUPPLY CREDIT PLAN     | \$ 317.14            |
| THOMPSON HEATING                | \$ 500.00        | UNIVAR USA INC.                | \$ 1,245.58          |
| CINTAS CORPORATION #782         | \$ 114.18        | UTZ TIRE SERVICE OF ARCADE, IN | \$ 779.00            |
| CSEA                            | \$ 702.55        | VALLEY FAB &EQUIPMENT INC      | \$ 451.78            |
| CSEA POLICE UNIT                | \$ 153.83        | VERIZON WIRELESS               | \$ 822.88            |
| CSEA BENEFIT UNIT               | \$ 959.32        | VILLAGE OF ARCADE              | \$ 90.00             |
| <b>TOTAL \$</b>                 | <b>94,843.90</b> | WESCO DISTRIBUTION INC.        | \$ 1,350.00          |
|                                 |                  | <b>TOTAL</b>                   | <b>\$ 306,901.96</b> |
|                                 |                  | <b>TOTAL BOTH COLUMNS</b>      | <b>\$ 401,745.86</b> |