

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, June 16, 2015 at 7:00 pm there were:

**PRESENT**

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

**ABSENT**

Trustee Andrew Koerner

**ALSO PRESENT**

Carole Jones, Adam Paquet Dan Meyers

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**APPROVE MINUTES**

Motion by Trustee McGarvey and seconded by Trustee Rule, the minutes from the special meeting held on May 29, 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		Abstain	X	Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener		Yes		No	X	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 Rule and seconded by Trustee McGarvey, the minutes from the public hearing and regular meeting held on June 2, 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		Abstain	X	Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener		Yes		No	X	Abstain		Absent
<b>VOTE TOTAL:</b>	4	Yes	0	No	1	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**RESOLUTION SNOW AND ICE CONTRACT AMENDMENT B**

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

Due to the severity of the winter during 2014/15, the Village of Arcade (VOA) requests that the Municipal Snow and Ice Agreement estimated expenditure be revised to reflect the additional lane miles of state roads that were plowed/treated during the winter season. All the terms and conditions of contract #D010645 remain in effect except as noted on Amendment B of the Snow and Ice Contract.

THEREFORE BE IT RESOLVED the Mayor of the VOA be hereby authorized and directed to sign Amendment B for the 2014/15 Snow and Ice Contract to allow for revised payments to be made to the VOA 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	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>		

**RESOLUTION - SAFE ROUTES TO SCHOOL (SRTS)**

The following resolution was offered by Trustee Rule and Trustee McGarvey:

**RESOLUTION**

**WHEREAS**, a Project for the Safe Routes to School, State Contract #D033984 is eligible for funding under Title 23 U.S. Code, as amended, that call for the apportionment of the costs such program to be borne at the ratio of 100% Federal funds; and

**WHEREAS**, the Village of Arcade desires to advance the Project

**NOW, THEREFORE**, the Village of Arcade Board of Trustees, duly convened does hereby

**RESOLVE, THAT THE** Village of Arcade Board of Trustees hereby approves the above subject project; and it is hereby further

**RESOLVED**, that the Village of Arcade Board of Trustee hereby authorize the Village of Arcade to pay in the first instance 100% of the federal share of the cost of the Safe Routes to School work for the Project of portions thereof; and it is further

**RESOLVED**, that the sum of \$251,000 is hereby appropriated to deliver the project as described in Schedule A of the agreement; and it is further

**RESOLVED**, that the Mayor of the VOA be hereby authorized to execute agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the VOA, and with New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal aid and state aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

**RESOLVED**, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

**RESOLVED**, this Resolution shall take effect immediately

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>		

**TRANSMISSION CONGESTION CHARGES (TCC)**

Motion by Trustee Schiener and seconded by Trustee Rule to authorize the VOA to extend the TCC agreement by and between the VOA and the New York Independent System Operator (NYISO) guaranteeing a ten (10) year fixed price on TCC's for another year. Agreements are renewable annually and may be discontinued upon written notice. The first payment will be sent along with the agreement and the remaining will be submitted in October 2015.

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>		

**PSC RATE INCREASE**

Superintendent of Public Works Kilburn discussed the work involved in getting the rate increase approved.

Motion by Trustee Rule and seconded by Trustee McGarvey to authorize the Mayor to sign an Inter-Fund Loan Agreement to pay off the outstanding loan owed the electric fund by the general fund. The intent of the agreement is to have the General Fund re-pay the Electric fund over a five year period, beginning June 1, 2016. Terms include annual payments of principal, plus interest at 0.5% on the outstanding loan balance. The loan is unsecured and in the event of default, the entire outstanding loan balance will be due upon demand, unless further negotiated by the Village Board of Trustees.

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>		

**REPORT OF MISCELANNEOUS ITEMS SPW**

- Traffic count at Park, 540 cars Thursday evening to Friday morning
- Work will begin on Liberty Street parking area tomorrow, June 17, 2015
- National Fuel Gas Contractor will be paving area behind Main Street merchants that was damaged during repair of gas line last fall
- Design of Eagle Street water line is almost completed
- WWTP expansion design is underway
- I&I bids will be opened July 15, 2015 (east end)
- Smoke testing is complete, report has been submitted to Clark Patterson Lee, but has not been sent to VOA
- Meeting held earlier today for the SRTS grant, it was a concrete pre-pouring meeting with contractors and DOT
- Clear Creek Stabilization work has begun, wall has been installed

**CANCELLATION OF DEBT**

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

NAME	AMOUNT	REASON
Aimee Kerr	\$450.46	Past Statute
Betty McCabe	\$121.27	Deceased
<b>TOTAL</b>	<b>\$571.73</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>		

**BAD DEBT UPDATE**

Clerk Treasurer Kraft reviewed the progress of bad debts on utility accounts for the 2014-15 fiscal year. Each month Account Clerk Tracy Bliss reviews the aging report and contacts the individuals requesting payment. The total for the year on the reports was \$41,502.04 with a total being sent over to Outsource for non - payment of \$28,121.07. Outsource has collected a total of \$6,411.92 and the Village has collected \$21,232.20. The amount collected by the Village is made up of the monthly aging accounts that have been contacted along with older bad debt accounts that sit on the general ledger. The Village will not initiate service to anyone with a bad debt account; the account must be paid in full.

**AUTHORIZATION TO DESTROY RECORDS**

Motion by Trustee Schiener and seconded by Trustee Rule to authorize Clerk Treasurer Kraft to destroy the following records in accordance with NYS MU1 schedule.

The following records have a 6 year retention period:

- DBL Invoices 2008
- AR Invoice 2008-09
- Vehicle File #63 2004 Case Loader
- Facility Use 6/2008-5/2009
- PO's 2008-09 (Boxes 0799, 0800, 0801, 0802, 0803)
- Electric Receipts 4/09-6/09, (Box 0717)
- Utility Billing Correspondence 2008-2009 (Boxes, 0397, 0398, 0399, 0400, 0401)

The following records have a 50 year retention period:

- Electric Customer Records 6/1963 – 5/1964 (Book 0262)
- Electric Customer Records 6/1964 – 5/1965 (Book 0263)

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>		

**FY 2015-2016 BUDGET AMENDMENT**

Motion by Trustee McGarvey and seconded by Trustee Rule, the FY 2015-2016 budget be amended as follows because BAN proceeds have been received in the amount of \$885,000.

INCREASE REVENUE		INCREASE EXPENDITURE	
011-4-5731-0502	\$236,000	011-5-8130-400-4220	\$236,000
011-4-5731-0503	\$439,000	011-5-8130-400-4720	\$439,000
011-4-5731-0504	\$185,000	011-5-8745-400-4720	\$185,000
011-4-5731-0505	\$ 25,000	011-5-8130-400-4720	\$ 25,000
Total amount of \$885,000			

The motion was passed upon the following vote:

VOTE									
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 Trustee Schiener and seconded by Trustee Rule, the Village bills be audited and paid in the amount of \$291,895.91 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		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>		

**RETIREMENT CAROLE JONES**

Journalist for the Arcade Herald, Carole Jones, will be retiring after 37 years of community journalism. Mayor May thanked Carole Jones for her many years of service to the community through her work at the Arcade Herald. The VOA Board stands behind her efforts and her integrity and thanked her very much for a magnificent job and appreciates her efforts over the years. Although this is her last meeting before retirement, she will be doing free-lance work for the paper and may still be covering the board meetings.

**EXECUTIVE SESSION**

Motion by Trustee McGarvey and seconded by Trustee Rule, the Board enter into executive session to discuss the following topic(s) at 7:49 pm:

- Employment history of 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 8:15 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>		

**HIRE WWTP CHIEF OPERATOR**

Motion by Trustee McGarvey and seconded by Trustee Rule to hire Adam Paquet to the position of Chief Sewage Treatment Plant Operator (temporary) at an hourly rate of \$28.52 per hour as per CSEA General Contract, effective June 22, 2015.

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>		

**REPORTS RECEIVED**

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

- None

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 8:38 pm upon motion by Trustee McGarvey and seconded by Trustee Schiener.

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

VENDOR	AMOUNT	VENDOR	AMOUNT
21ST CENTURY ELECTRONICS	\$ 21.48	KEELER CONSTRUCTION CO, I	\$ 24,106.25
3E COMPANY	\$ 1,100.00	LARRY ROMANCE & SON INC.	\$ 313.56
ABBOTT ANSWERING 581 LLC	\$ 114.45	LEXISNEXIS RISK DATA MGMT	\$ 50.00
ARCADE HERALD	\$ 395.80	LINEAGE	\$ 2,260.00
ARCADE LUMBER & MILLWORK	\$ 106.60	MANN, ROBERT	\$ 14.23
ARCADE POSTMASTER	\$ 1,750.33	MARMON UTILITY LLC	\$ 9,073.52
ARCADE POSTMASTER	\$ 346.78	MARTIN BROS CHEVROLET INC	\$ 586.71
ARCADE POSTMASTER	\$ 30.00	MATUSZAK'S BLACKTOPPING I	\$ 2,000.00
ATTICA ACE HARDWARE	\$ 6.00	MAZIUK WHOLESAL DISTRIBU	\$ 114.90
ATTICA AUTO SUPPLY	\$ 54.72	MEUA - MUNICIPAL ELECTRIC	\$ 11,985.00
AUTOMOTIVE ALLEY INC	\$ 707.20	MIDLAND ASPHALT MATERIALS	\$ 3,413.56
BANK OF NEW YORK	\$ 2,613.80	MOORE MEDICAL, LLC	\$ 1,786.71
BENCHMARK ANALYTICS/MICRO	\$ 176.30	NATIONAL FUEL GAS DISTRIB	\$ 135.36
BRASS' SHURFINE	\$ 6.55	NEW HORIZON COMMUNICATION	\$ 761.41
C & G ELECTRICAL SUPPLY	\$ 187.40	NOCO ENERGY CORP	\$ 115.92
CATT CO DSS	\$ 77.92	NY POWER AUTHORITY	\$ 4,784.06
CATT CO DSS	\$ 56.94	NYMPA	\$ 45,444.00
CATTARAUGUS COUNTY	\$ 120.00	NYS ASSOC OF CHIEFS OF	\$ 175.00
CHURCHVILLE FIRE EQUIPMEN	\$ 47.19	NYS INCOME TAX	\$ 3,894.33
CLARK PATTERSON LEE	\$ 28,494.00	NYS LINEMANS SAFETY	\$ 1,204.00
COUNTRY LINE SUPPLY LLC	\$ 1,156.80	NYSAMCC INC	\$ 40.00
CSEA	\$ 702.55	O'BRIEN, JONATHAN	\$ 1,775.00
CSEA POLICE UNIT	\$ 160.12	PIONEER FORD INC.	\$ 54.94
CURR A/C ELECTRIC	\$ 5,259.80	R.S. MAHER & SON, INC	\$ 477.33
CURR A/C SEWER	\$ 5,398.08	RICHARD-CIN SIGNS & SUPPL	\$ 752.40
CURR A/C WATER	\$ 1,094.79	SAX-BST, LLP	\$ 3,425.00
D & H EXCAVATING INC	\$ 46,791.12	SERVICE EDUCATION INC.	\$ 638.00
D & H MATERIALS	\$ 120.70	STAPLES ADVANTAGE	\$ 357.29
DITTMER, RIAN	\$ 18.34	STRYKERSVILLE HARDWARE	\$ 148.78
DIVAL SAFETY EQUIPMENT	\$ 156.00	STUART C IRBY CO	\$ 10,385.79
FASTENAL COMPANY	\$ 155.14	TIME WARNER CABLE	\$ 175.99
FORMS IN A WINK	\$ 184.20	TOMPKINS INSURANCE AGENCI	\$ 15,380.00
GERNATT ASPHALT PRODUCTS,	\$ 707.65	TRI-COUNTY TOOL RENTAL &	\$ 2,294.00
HACH COMPANY	\$ 700.07	UTZ TIRE SERVICE OF ARCAD	\$ 1,045.60
HD SUPPLY WATERWORKS LTD	\$ 490.46	VILLAGE OF ARCADE	\$ 90.00
HULL ELECTRIC, INC	\$ 1,782.51	WARD & KUTZUBA	\$ 315.00
IEEP:IND ENERGY EFF PROG	\$ 15,386.91	WOODRUFF CONSTRUCTION	\$ 692.46
IRS - FEDRAL PAYROLL TAX	\$ 21,448.41	WYOMING CO DSS	\$ 750.77
JAMESTOWN SOAP & SOLVENT	\$ 1,427.89	ZICCARELLI, JASON	\$ 169.73
JOHN SIXT & SON, INC.	\$ 11.78	ZIMMER AUTO PARTS & SALES	\$ 742.53
<b>COLUMN TOTAL</b>	<b>\$ 139,566.78</b>	ZUECH'S ENVIRONMENTAL SRV	\$ 400.00
		<b>COLUMN TOTAL</b>	<b>\$ 152,329.13</b>
		<b>GRAND TOTAL</b>	<b>\$ 291,895.91</b>