

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, November 17, 2015 at 7:00 pm there were:

PRESENT

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

ABSENT

Superintendent of Public Works Larry Kilburn

ALSO PRESENT

Dan Laird, Carole Jones

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee McGarvey and seconded by Trustee Schiener, the minutes from the regular meeting held on October 20, 2015 be approved as presented by Deputy Clerk/Treasurer Karpinski.

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		Absent
VOTE TOTAL:	5	Yes	0	No	0	Abstain		Absent
RESULTS	X	PASS				FAIL		

APPROVE MINUTES

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

The motion was passed upon the following vote:

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

AUTHORIZE MAYOR TO SIGN CONTRACT WITH WYOMING COUNTY OFFICE OF THE AGING

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize Mayor May to sign the contract between the Village of Arcade and the County of Wyoming Office of the Aging for the period of January 1, 2016 through December 31, 2016. This contract is for the use of the VOA park cabin for a nutrition site.

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

AUTHORIZE MAYOR TO SIGN MUNICIPAL SOLUTIONS AGREEMENT

Motion by Trustee McGarvey and seconded by Trustee Rule to authorize Mayor May to sign the agreement between the VOA and Municipal Solutions for services rendered in connection with the sanitary sewer improvements. This contract has two components: 1) Bond Anticipation Note Borrowings 2) Long Term Closing with Clean Water State Revolving Fund. The total fee for this contract is estimated to be \$11,000 which includes expenses.

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

NOTICE OF TENTATIVE RAILROAD CEILING

Clerk/Treasurer Kraft reported that notice has been received from the NYS Board of Real Property Services that the tentative railroad ceiling for the Buffalo & Pittsburg RR, Inc. real property for the VOA assessment roll to be filed in 2016 is \$195,085. This is up by 12.4 percent from the prior year of 173,315.

PERMISSION 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, they all have a 6 year retention period:

- Box 0719 Electric Receipts 8/31/09 – 11/06/09
- Insurance Liability Folder FY 08-09

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

FIRE CONTRACT

Motion by Trustee Koerner and seconded by Trustee McGarvey to authorize Mayor May to sign the fire contracts between the Towns of Arcade and Freedom and the Village for the 2016 year. The board recommended the amount of \$60,000 to be placed in the Equipment Replacement Reserve.

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		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

HOLIDAY LUNCHEON

Motion was made by Mayor May and seconded by Trustee McGarvey authorizing the closing of the office for one hour, noon to 1pm, Wednesday December 22, 2015 for the office holiday luncheon.

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		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain		Absent	
RESULTS	X	PASS					FAIL		

FY 2015-2016 BUDGET ADJUSTMENTS

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

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		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

FY 2015-2016 BUDGET AMENDMENT

Motion by Trustee Schiener and seconded by Trustee McGarvey, to amend the 2015-2016 budget as follows because funds have been received from grants applied for by the Police Department as well as funds from other sources:

Funds were received from NYS Bicycle Helmet Grant.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-4389-0100 \$ 1,894.75	001-5-3120-100-1010 \$ 165.00
	001-5-3120-401-4002 \$ 1,729.75

Funds were received from NYS Stop DWI Grant

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-3389-0100	001-5-3120-101-1005
In the amount of \$ 1,430.44	

Funds were received from NYS Traffic Services Grant.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-4389-0100	001-5-3120-104-1007
In the amount of \$ 2,788.71	

Funds were received from the NYS Child Safety Seat Grant.

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-4389-0100	001-5-3120-401-4001
In the amount of \$ 3,547.26	

Funds were received from the Town of Arcade for the senior citizens:

INCREASE REVENUE	INCREASE EXPENDITURE
001-4-2351-0100	001-5-7620-400-4490
In the amount of \$ 500.00	

Adjust for use of JCap Funds received in prior fiscal years. Outstanding PO's at fiscal year-end have been received and paid for.

INCREASE REVENUE	INCREASE EXPENDITURE
001- 4-3389-0100	001-5-1110-200-2000
In the amount of \$ 19,539.93	

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		Absent
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent
RESULTS	X	PASS					FAIL	

AUDIT BILLS

Motion by Trustee Rule and seconded by Trustee Schiener, the Village bills be audited and paid in the amount of \$196,721.24 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	X	Yes		No		Abstain		Absent
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent
RESULTS	X	PASS					FAIL	

EXECUTIVE SESSION

Motion by Trustee McGarvey and seconded by Trustee Rule, the Board enter into executive session to discuss the following topic(s) at 7:37 pm:

- Employment history of a particular employee
- Contract negotiations

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		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

Motion by Trustee Koerner and seconded by Trustee Rule, the Board exit executive session at 8:00 pm.

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		Absent	
VOTE TOTAL:	5	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

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 8:00 pm upon motion by Trustee Schiener and seconded by Trustee McGarvey.

Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
ABBOTT ANSWERING 581 LLC	\$ 119.05	MAILFINANCE INC	\$ 157.44
ABRAM BROS CONCRETE	\$ 11,420.00	MARCOS PIZZA & SUBS	\$ 230.50
ADMAR SUPPLY COMPANY, INC	\$ 1,905.00	MARMON UTILITY LLC	\$ 174.20
ALTEC INDUSTRIES INC	\$ 67.74	NATIONAL FUEL GAS DISTRIB	\$ 271.92
ARCADE HERALD	\$ 486.20	NEW HORIZON COMMUNICATIONS	\$ 757.97
ARCADE LUMBER & MILLWORK	\$ 210.49	NEW YORK STATE DEFERRED CO	\$ 2,295.82
ARCADE POSTMASTER	\$ 1,803.60	NEW YORK STATE DEFERRED CO	\$ 19,584.11
ARCADE POSTMASTER	\$ 228.92	NOCO ENERGY CORP	\$ 1,694.06
ATTICA AUTO SUPPLY	\$ 212.88	NY POWER AUTHORITY	\$ 4,784.06
AUTOMOTIVE ALLEY INC	\$ 20.00	NYMPA	\$ 50,769.00
AUTOZONE	\$ 109.98	NYS ASSOC OF CHIEFS OF	\$ 150.00
BRASS' SHURFINE	\$ 40.39	NYS INCOME TAX	\$ 3,849.18
C & G ELECTRICAL SUPPLY	\$ 47.50	OFFICE OF STATE COMPTROLLE	\$ 8,815.00
CHET KRUSZKA'S SERVICE INC	\$ 43.22	OUTSOURCE RECEIVABLES MGMT	\$ 63.00
CINTAS CORPORATION #782	\$ 55.70	PARSELL, SHARON	\$ 25.00
CSEA	\$ 700.44	POSITIVE CONCEPTS INC	\$ 149.95
CSEA POLICE UNIT	\$ 153.83	RICHARD-CIN SIGNS & SUPPLI	\$ 289.95
CURR A/C ELECTRIC	\$ 5,588.41	SAUBER MANUFACTURING CO	\$ 467.00
CURR A/C SEWER	\$ 194.25	SHERATON AT THE FALLS	\$ 648.00
CURR A/C WATER	\$ 829.79	SOUTER, ROBERT A	\$ 80.00
DAN GERNATT GRAVEL PRODUCT	\$ 1,925.46	SOUTHERN TIER ELECTRIC SUP	\$ 196.45
DIVAL SAFETY EQUIPMENT	\$ 2,445.03	STAPLES ADVANTAGE	\$ 342.03
FASTENAL COMPANY	\$ 503.05	TIME WARNER CABLE	\$ 220.94
GERNATT ASPHALT PRODUCTS,	\$ 497.38	TOMPKINS INSURANCE AGENCIE	\$ 22,856.00
GRAINGER	\$ 220.37	TRACTOR SUPPLY CREDIT PLAN	\$ 255.78
HALEY CONCRETE INC	\$ 206.00	TRI-COUNTY TOOL RENTAL & S	\$ 175.00
IEEP:IND ENERGY EFF PROG	\$ 9,914.73	TYLER TECHNOLOGIES INC	\$ 331.83
IRS - FEDRAL PAYROLL TAX P	\$ 24,245.99	USDA - RURAL DEVELOPMENT	\$ 5,913.75
J. & S. AGEN, INC	\$ 75.00	USDA - RURAL DEVELOPMENT	\$ 3,000.00
JOHN SIXT & SON, INC.	\$ 11.30	VERIZON	\$ 146.65
KENYON, DEBBIE	\$ 166.86	VILLAGE OF ARCADE	\$ 90.00
KOERNER, GILLIAN	\$ 30.98	WOODRUFF CONSTRUCTION & GR	\$ 420.00
KUHLMANN ENTERPRISES INC	\$ 349.95	WYOMING COUNTY SHERIFF	\$ 242.55
LEXISNEXIS RISK DATA MGMT	\$ 50.00	ZIMMER AUTO PARTS & SALES	\$ 2,202.61
LINEAGE	\$ 192.00	COLUMN TOTAL	\$ 131,649.75
COLUMN TOTAL	\$ 65,071.49	GRAND TOTAL	\$ 196,721.24

11-18-2015 10:28 AM
 PACKET: 00246-BUDGET ADJ 11/17/2015
 BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE

Budget Adj. # 000754							
001 5-5110-100-1000	11/17/2015	PER BOARD DIRECTIVE PERSONNEL SERVICES-REG	1,600.00-	110,000.00	100.00-	108,300.00	60,483.33
001 5-5650-100-1000	11/17/2015	PER BOARD DIRECTIVE PERSONNEL SERVICES-REG	1,300.00	0.00	0.00	1,300.00	6.06
001 5-5650-100-1010	11/17/2015	PER BOARD DIRECTIVE OFF STREET PARKING-OT	300.00	0.00	0.00	300.00	84.68

Budget Adj. # 000755							
005 5-8310-400-4220	11/17/2015	PER BOARD DIRECTIVE CONSULTANTS	900.00-	18,500.00	175.00	17,775.00	14,400.65
005 5-9730-600-6000	11/17/2015	PER BOARD DIRECTIVE BAN PRINCIPAL	900.00	110.00	0.00	1,010.00	10.00

Budget Adj. # 000756							
006 5-9010-800-8000	11/17/2015	PER BOARD DIRECTIVE STATE RETIREMENT SYSTEM	700.00-	47,600.00	0.00	46,900.00	46,900.00
006 5-9730-600-6000	11/17/2015	PER BOARD DIRECTIVE PRINCIPAL-BOND ANTCPTN NOTE	700.00	15,300.00	0.00	16,000.00	0.00

Budget Adj. # 000757							
007 5-0787-100-4360	11/17/2015	PER BOARD DIRECTIVE BLDG MAINT/MATERIALS	500.00-	8,000.00	0.00	7,500.00	6,940.84
007 5-0787-100-4690	11/17/2015	PER BOARD DIRECTIVE MATERIALS/SUPPLIES/MAINT	500.00	2,500.00	0.00	3,000.00	641.15-

Budget Adj. # 000758							
007 5-0787-090-4000	11/17/2015	PER BOARD DIRECTIVE GENERATOR:PARK ST LOAD MGMT	150.00-	1,000.00	0.00	850.00	850.00
007 5-0787-099-4000	11/17/2015	PER BOARD DIRECTIVE GENERATOR:PORTABLE	150.00	0.00	0.00	150.00	63.90

TOTAL IN PACKET--						0.00	

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BUDGET ADJUSTMENT REGISTER

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FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE

Budget Adj. # 000758							

*** BUDGET DEFICIT WARNINGS ***

FUND ACCOUNT	NAME	BALANCE
007 5-0787-100-4690	MATERIALS/SUPPLIES/MAINT	641.15-

TOTAL WARNINGS: 1

*** NO ERRORS ***

*** END OF REPORT ***