

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, July 5, 2016 at 7:00 pm there were:

PRESENT

Mayor Jay May, 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 Ken Rule

ALSO PRESENT

Carole Jones, Gillian Koerner, Joe Collins, John Camiolo

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

COURT COVERAGE

The VOA Board discussed the limited coverage for the Court Clerk when she is absent for an extended period of time. The budget allows for \$840 to be spent for this coverage. Gillian Koerner, the court clerk, has approached two local court clerks to cover this need should it arise. The judges will not only decide who will cover the court but will also set up the parameters as to when will coverage be needed and for how many hours. They will be limited to the budgeted amount. Clerk Treasurer Kraft will speak with local counsel regarding an agreement/contract for an independent contractor.

APPROVE MINUTES

Motion by Trustee Koerner and seconded by Trustee Schiener, the minutes from the regular meeting held on June 21, 2016 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		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	Absent
RESULTS		X	PASS				FAIL	

PROJECT UPDATE

Superintendent of Public Works Kilburn updated the board on the various projects underway in the Village.

- Upper spring's fence installation is complete as is the concrete work
- Excavation at the WWTP is underway; the electric conduits installed
- The linemen are installing a new line for the new Tim Horton's and down to the COSI building for a new customer at that sight

ZONING CONCERNS

Trustee Schiener expressed concerns regarding residential units on the first floor of commercial properties on Main Street. The Village needs more retail space on Main Street and restoring the residential units to commercial units would help. Perhaps when the current residents move out the space would be returned to commercial use. Trustee Schiener asked the board to think about this.

2016 FINAL EQUALIZATION RATE

Clerk Treasurer Kraft reported the final VOA 2016 state equalization rate has been established at 89.27, down from 89.82 the prior year.

CANCELLATION OF DEBT

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

NAME	ACCOUNT NUMBER	AMOUNT	REASON
DOUCETTE, RONALD	08-30300-07	\$ 36.96	DECEASED
FORRESTER,CHRISTINA	16-21300-04	\$ 573.14	PAST STATUTE
GREGG, RICHARD	09-25300-00	\$ 234.32	PAST STATUTE
MCPMAHON, NICOLE	08-02200-08	\$ 100.84	PAST STATUTE
TELLER, JENNIFER	08-31800-06	\$ 10.52	MOVED OUT OF STATE
VATHY, DANIEL	16-05900-06	\$ 29.92	PAST STATUTE
TOTAL		\$ 985.70	

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		Abstain	X	Absent	
Trustee Donna Schiener	X	Yes		No		Abstain		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 Trustee McGarvey to authorize Clerk Treasurer Kraft to destroy the following records in accordance with NYS MU 1 schedule:

- Electric employees log sheets 2009-2010 – informational copies destroy when no longer needed
- Vehicle File 210, 2005 John Deere sold, 6/2010 – 6 years after sale retention
- Vehicle File 51 2004 New Holland sold 5/2010 – 6 years after sale retention
- Personnel Disciplinary Action 1994 – 3 years after final action
- Health Insurance Correspondence, BC & BS Summary Plan and Enrollment Applications 1988 – 2005 6 years retention

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

AUDIT CAPITAL PROJECT INVOICES

Motion by Trustee Schiener and seconded by Trustee Koerner, the Village Capital Project bills be audited and paid in the amount of \$4,684.00 and that the Clerk be authorized to submit bills to Environmental Facilities Corporation (EFC) for payment via the funding for the WWTP Expansion.

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

AUDIT BILLS

Motion by Mayor May and seconded by Trustee McGarvey, the Village bills be audited and paid in the amount of \$67,126.21 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		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

EXECUTIVE SESSION

Motion by Trustee McGarvey and seconded by Trustee Koerner, the Board enter into executive session to discuss the following topic(s) at 7:46 pm:

- Litigation
Employment history of a particular person(s)

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

Motion by Trustee McGarvey and seconded by Trustee Koerner, 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		Yes		No		Abstain	X	Absent
Trustee Donna Schiener	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	4	Yes	0	No	0	Abstain	1	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 8:07 pm upon motion by Trustee Koerner and seconded by Trustee Schiener.

Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
AFLAC NEW YORK	\$ 2,492.96	IRS - FEDERAL PAYROLL TAX	\$ 21,833.74
AIRGAS, INC	\$ 55.00	JIM'S EQUIPMENT REPAIR	\$ 132.44
AMI INVESTMENTS LLC	\$ 192.75	LINEMENS SUPPLY INC	\$ 602.91
ATTICA ACE HARDWARE	\$ 119.99	MARTIN BROS CHEVROLET INC	\$ 310.09
BENEFLEX INC	\$ 160.00	NEW YORK STATE DEFERRED C	\$ 2,434.08
CATTARAUGUS COUNTY	\$ 120.00	NGT CORPORATION	\$ 845.00
CID DIVISION OF WASTE MANA	\$ 9,041.67	NOCO ENERGY CORP	\$ 1,625.58
CINTAS CORPORATION #782	\$ 27.85	NYS & LOCAL RETIRE SYSTEM	\$ 4,180.25
CLARK PATTERSON LEE	\$ 700.00	NYS INCOME TAX	\$ 3,809.61
CSEA	\$ 737.78	O'BRIEN, JONATHAN	\$ 2,688.75
CSEA BENEFIT UNIT	\$ 858.03	SOUTER, ROBERT A	\$ 400.00
CSEA POLICE UNIT	\$ 144.66	SS DIESEL & AUTO LLC	\$ 5,530.31
FEDEX	\$ 26.69	TIFCO INDUSTRIES	\$ 488.50
FISHER SCIENTIFIC COMPANY	\$ 39.43	TRACTOR SUPPLY CREDIT PLA	\$ 1,161.14
FORBES, EDITH E	\$ 100.00	UNITED STATES TREASURY	\$ 68.64
HALEY CONCRETE INC	\$ 2,753.00	VILLAGE OF ARCADE	\$ 90.00
HEWLETT PACKARD INC	\$ 489.00	WEEDS NO MORE INC	\$ 1,475.00
HODGSON RUSS LLP	\$ 297.00	WYOMING COUNTY REAL PROP	\$ 965.80
COLUMN TOTAL	\$ 18,355.81	WYOMING COUNTY SHERIFF	\$ 128.56
		COLUMN TOTAL	\$ 48,770.40
		COLUMN TOTAL	\$ 67,126.21

Village projects with
As of 07-05-2016

Water

Route 98 Transmission Main replacement
A few areas still need final restoration.

Eagle street water line
Project is on hold.

Upper Springs

Fence installation is complete, concrete work completed; we are pressure washing in preparation for painting

Sewer

WWTP expansion

Contacts for the General Construction (Windsun Construction) and the Electrical work (Gerwitz & McNeil) have been awarded

Construction meeting held July 5, 2016

Excavation for the sludge treatment tank is underway. Electric conduits installed from Main Building to the Electric Shed by the compost building

Planning Grant- clean and TV south end sewers

CPL final report submitted to the DEC and EFC- awaiting their approval.

Lime Lake Sewers- nothing new

Construction is still planned to begin late 2016. A letter has been sent to the Governor's Office and State Officials concerning an intermunicipal agreement for the use of the PCS sewer force main- no response to date

Streets

Village sidewalks

Investigating the best way to replace the sidewalk on the south side of Main Street and west of Liberty St

Construction of the sidewalks on side streets last week of July

Mill and Pave

We plan to mill and pave Church Street and West Street week of July 11

Fiber seal

We plan to fiber seal Steele Avenue and Edward Street- awaiting schedules from contractor

Drainage Work

We have work on Church Street and Haskell Ave- completed

General**Liberty St Parking lot**

Planning to grade the millings and place binder. We have been advised that fiber sealing the millings will not work due to the tight turns that must be made. The rest of the parking lot should be patched, some milling may be required. We should top the entire parking lot next year

Electric**Office Building**

We have discovered the upper portion of south wall of the office building to be in very poor shape. We have caulked all the cracks and open joints we could. We are attempting to arrange the repairs with a local contactor

Co. Line Tie to Industrial Park

Need to complete the final tie structures and the interconnection to the feeders from Industrial Park sub

Gernatt Gravel

Gernatt has indicated they will have the new equipment ready for use in 2016. A recent meeting provided new information with a lower projected load than originally planned; the impact will be on our electric system will be re-evaluated later this summer.

If a new line is required, we plan to construct it westward from Rt. 16 on the north side of transmission line then northward behind (west of) Yorkshire plaza to K Street then along the west side of Rt. 16.

NY Prize grant

A draft of the final report has been submitted, awaiting the final version



WWTF- Future Sludge Treatment Tank- excavation for tank construction 07/05/2016