

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, August 2, 2016 at 7:00 pm there were:

**PRESENT**

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

**ABSENT**

Trustee Donna Schiener

**ALSO PRESENT**

Ed Neudeck, Carole Jones, Joe Collins, Todd Wittmeyer, Brian Lane, Danny Laird

**PLEDGE OF ALLEGIANCE**

Mayor May opened the meeting with the Pledge of Allegiance.

**MORTON BUIDLINGS**

Ed Neudeck, representative from Morton Buildings, approached the board with concerns regarding the WWTP expansion. He reviewed the high standards associated with a Morton Building. Ed indicated the original specifications mentioned the use of Morton Buildings. Superintendent of Public Works Kilburn indicated the Village did not have the shop drawings as of yet and at this time we were not certain of the manufacturer for the building. Ed thanked the board for their time.

**APPROVE MINUTES**

Motion by Trustee Koerner and seconded by Trustee McGarvey, the minutes from the regular meeting held on July 19, 2016 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		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Donna Schiener		Yes		No		Abstain	X	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>		

**RETIREMENTS**

Motion by Trustee Rule and seconded by Trustee McGarvey to accept the retirements of the following employees: David Carr, Foreman Water Department, effective August 3, 2016, Steve Pinter, Foreman Electric Department, , effective August 27, 2016, Allen Meyers, Lineman A, effective November 5, 2016, James Sheehe, laborer, Streets Department, effective September 30, 2016.

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		Yes		No		Abstain	X	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>		

**HIRE FOREMAN WATER DEPARTMENT**

Motion by Mayor May and seconded by Trustee Koerner to authorize the hiring of Todd Wittmeyer to the position of Water Department foreman at an hourly rate of \$ 33.38 per the CSEA, Local 1000 AFSCME, AFL-CIO, General Unit #9252 contract, with a start date of August 3, 2016.

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		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**POST LABORER POSTION STREETS DEPARTMENT**

Motion by Trustee Rule and seconded by Trustee Koerner to authorize Superintendent of Public Works Kilburn to post for the position of Laborer in the streets department internally for one week and externally if necessary.

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		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**POST FOREMAN POSITION ELECTRIC DEPARTMENT**

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize Superintendent of Public Works Kilburn to post internally for the position of Electric Department Foreman.

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		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**LOCAL HIGHWAY INVENTORY RESOLUTION**

Motion by Trustee Rule and seconded by Trustee McGarvey to accept the following resolution:

RESOLUTION

WHEREAS, The New York State Department of Transportation maintains a Local Highway Inventory (LHI), and

WHEREAS, upon review of the inventory for the Village of Arcade it was found Douglass Drive was noted as a private road and Creekside Lane was not listed,

NOW THEREFORE BE IT RESOLVED, the Village of Arcade Board of Trustees accepts full legal, liability and maintenance responsibility of Douglass Drive and Creekside Lane and requests both roads be added accordingly to the LHI.

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		Yes		No		Abstain	X	Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**DECLARE EQUIPMENT SURPLUS**

Per recommendation of Superintendent of Public Works Kilburn a motion made by Mayor May and seconded by Trustee McGarvey to declare the 2008 Chevrolet Cube Van (water department) as surplus and to sell it through local advertising and if necessary to be auctioned off at RTI Auctions.

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		Yes		No		Abstain	X	Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**PROJECT UPDATE**

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

The Rt. 98 water transmission line is nearing completion. There are still a few properties that have issues, but they soon will be resolved.

The water department has completed the work at the upper springs and will begin painting.

WWTP - the contractor is pouring one half of the wall of the digester, half of the circumference.

Sidewalks, tree has been removed at the intersection of Main and Liberty and will be replacing those sidewalk pieces that had to be removed to take down the tree. Streets foreman, Dan Laird, discussed the local communities that have had their sidewalks replaced by the state, Ischua, Franklinville and East Aurora to name a few.

Streets - Church Street and West Street have been milled and paved. Steele Avenue, Edward Street, Mill Street, Sullivan Avenue and Jackson Avenue have been fiber sealed. Drainage work has begun on Church Street and Haskell Avenue.

**ANNUAL COURT AUDIT**

Motion by Mayor May seconded by Trustee McGarvey, was offered for the Board to acknowledge that in accordance with the Uniform Justice Court Act, Section 2019-a, Trustee Schiener and Mayor May performed an audit of the court records on July 29, 2016.

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>		

**NYCOM CONFERENCE**

Motion by Trustee Rule and seconded by Trustee McGarvey to authorize Clerk Treasurer Kraft to attend the annual NYCOM Conference to be held at the Saratoga Hilton in Saratoga Springs NY, September 11 – 16, 2016. The cost is \$285 to register and the hotel and meals are \$1,425, for a total of \$1,710.

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		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**CANCELLATION OF DEBT**

Motion by Trustee Rule and seconded by Trustee Koerner to authorize the cancellation of the following debt:

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Hobson, (Westfall) Melissa	09-05700-10	\$ 101.23	Past Statute
Majewski, Casimir	01-07700-00	\$ 358.75	Past Statute
Williams, Carin	08-30900-13	\$ 39.16	Past Statute
Willover, Fred	07-07400-10	\$ 139.41	Past Statute
		<b>TOTAL</b>	<b>\$ 638.55</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	X	Yes		No		Abstain		Absent	
Trustee Donna Schiener		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**FIRE DEPARTMENT MEMBERSHIP**

Per a report from Debby Austin-LaCerais, Secretary, the following individual was removed from membership:

- Justin Lewandowski (resigned)

Membership applications were received and approved from the following individuals:

- Kayla Buffum, 11436 Rt 98 Freedom  
Kelly Bechdel, Mutton Hollow Road, Arcade

Motion by Trustee Koerner and seconded by Trustee McGarvey, the Board approves the changes to the fire department membership as presented above.

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		Yes		No		Abstain	X	Absent	
<b>VOTE TOTAL:</b>									
	4	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**AUDIT CAPITAL PROJECT INVOICES**

Motion by Mayor May and seconded by Trustee Rule, the Village Capital Project bills be audited and paid in the amount of \$52,882.98 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:

<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		Yes		No		Abstain	X	Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**AUDIT BILLS**

Motion by Mayor May and seconded by Trustee McGarvey, the Village bills be audited and paid in the amount of \$381,533.26 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		Yes		No		Abstain	X	Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**VILLAGE PROPERTY DEACON DRIVE**

Trustee Rule discussed the approximately 54 acres of vacant land on Deacon Drive, the Village owns. Perhaps the Village should consider options with this property. Some property owners on Deacon Drive have expressed interest in purchasing land to lengthen their property lots. Brian Lane suggested using the GPS equipment the VOA owns to obtain a rough idea of the property boundaries. Trustee Rule and Trustee McGarvey will walk the property to get a better idea of the terrain. The board will discuss this further at a future meeting.

**EXECUTIVE SESSION**

Motion by Trustee McGarvey and seconded by Trustee Rule, the Board enter into executive session to discuss the following topic(s) at 7:43 pm:

- 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	X	Yes		No		Abstain		Absent
Trustee Jim McGarvey	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Donna Schiener		Yes		No		Abstain	X	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 8:56 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		Yes		No		Abstain	X	Absent
<b>VOTE TOTAL:</b>								
	4	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>					<b>FAIL</b>	

**POST POSITIONS FOR LINEMAN A, LINEMAN B, LINEMAN TRAINEE**

Motion by Trustee McGarvey and seconded by Trustee Rule to authorize Superintendent of Public Works Kilburn to post the following positions internally for one week and externally if necessary: Lineman Trainee, Lineman A and Lineman 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	X	Yes		No		Abstain		Absent
Trustee Donna Schiener		Yes		No		Abstain	X	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 9:00 pm upon motion by Trustee McGarvey and seconded by Trustee Rule.

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Clerk/Treasurer

<b>VENDOR</b>	<b>AMOUNT</b>	<b>VENDOR</b>	<b>AMOUNT</b>
AFLAC NEW YORK	\$ 2,492.96	NATIONAL FUEL GAS DISTRIB	\$ 36.52
ALTEC INDUSTRIES INC	\$ 34.88	NATIONAL GRID	\$ 92,562.47
ATTICA AUTO SUPPLY	\$ 110.66	NEW YORK STATE DEFERRED COMPEN	\$ 2,534.48
AUTOMOTIVE ALLEY INC	\$ 1,087.28	NOCO ENERGY CORP	\$ 1,312.25
BENEFLEX INC	\$ 165.00	NY POWER AUTHORITY	\$ 131,684.96
BLUE COLLAR WORKWEAR	\$ 174.60	NYS & LOCAL RETIRE SYSTEM	\$ 4,514.88
CID DIVISION OF WASTE MANAGEMEN	\$ 9,746.93	NYS INCOME TAX	\$ 4,186.68
CINTAS CORPORATION #782	\$ 83.55	NYS SALES TAX	\$ 10,256.45
CSEA	\$ 737.78	NYSAMCC INC	\$ 40.00
CSEA BENEFIT UNIT	\$ 857.76	O'BRIEN, JONATHAN	\$ 180.00
CSEA POLICE UNIT	\$ 144.66	OSEA INC	\$ 90.00
D & H EXCAVATING INC	\$ 3,188.00	SCHIENER, DONNA	\$ 99.96
DANNY HEINEMAN & SONS INC	\$ 158.96	SHELTERPOINT LIFE INSURANCE CO	\$ 264.00
DIVAL SAFETY EQUIPMENT	\$ 318.00	SHELTERPOINT LIFE INSURANCE CO	\$ 243.30
EMPIRE STATE DEVELOPMENT	\$ 250.00	SOUTER, ROBERT A	\$ 275.00
FIRST NIAGARA BANK, N.A.	\$ 198.33	SS DIESEL & AUTO LLC	\$ 393.50
GLOW YMCA INC	\$ 1,260.00	TIME WARNER CABLE	\$ 94.99
INDEPENDENT HEALTH	\$ 31,237.47	TOMPKINS INSURANCE AGENCIES IN	\$ 580.00
IRS - FEDRAL PAYROLL TAX PAYME	\$ 22,615.11	TRACTOR SUPPLY CREDIT PLAN	\$ 88.94
JIM'S EQUIPMENT REPAIR	\$ 588.75	TYLER TECHNOLOGIES INC	\$ 331.29
JOE BASIL CHEVROLET	\$ 41,682.50	UNITED UNIFORM CO INC	\$ 503.41
KISTNER CONCRETE PROD INC	\$ 339.00	USA BLUEBOOK	\$ 64.26
MANUFACTURERS & TRADERS TRUST	\$ 62.00	VERIZON WIRELESS	\$ 690.59
MATTHEW BENDER & CO INC.	\$ 47.50	VFW POST 374	\$ 305.00
MATUSZAK'S BLACKTOPPING INC	\$ 8,378.65	VILLAGE OF ARCADE	\$ 90.00
McDONNELL MILLER, ANN	\$ 4,000.00	WARD & KUTZUBA	\$ 150.00
<b>COLUMN TOTAL</b>	<b>\$ 129,960.33</b>	<b>COLUMN TOTAL</b>	<b>\$ 251,572.93</b>
		<b>GRAND TOTAL</b>	<b>\$ 381,533.26</b>

\$ 259,920.66