

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, January 3, 2017 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

Carole Jones, Lauren Julicher, Mellisa Devitt, John Camiolo

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

PIONEER COLOR RUN

Lauren Julicher discussed the plans for the Pioneer Color Run to be held on June 3, 2017 in the Village of Arcade Park. Proceeds of this event benefit the PBIS program at the school. The goal this year is to extend the race to the distance of 2 miles, with the race beginning at Hope Lutheran Church, proceeding down Main to Pearl to Grove and finishing around the Park. The race will begin at 10:00 am. Lauren requested the board waive the fee for the use of the cabin and the shelter. Last year there were issues with a baseball event going on the same time as the run, this year the baseball organizers will be made aware of the event so no baseball activities will be taking place at the same time as the run.

Motion by Trustee Schiener and seconded by Trustee Koerner to waive the facility use fee for the use of the park cabin and shelter on June 3, 2017 for the Pioneer Color Run.

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		

APPROVE MINUTES

Motion by Trustee Koerner and seconded by Trustee Rule, the minutes from the regular meeting held on December 20, 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	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		

AUTORIZER MAYOR TO SIGN ARTS COUNCIL OF WYOMING COUNTY (ACWC) CULTURAL SERVICES AGREEMENT

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize the Mayor to sign the cultural services agreement with ACWC for the community arts grant in the amount of \$1,290. The proceeds will be used to provide Music on Mondays at a location in the Village to be determined.

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		

PERMISSION TO DESTROY RECORDS

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

DESCRIPTION	RETENTION	BOX #
Clerk's Correspondence 2009-2010	6 Years	NA
Contracts 2006	6 Years after expiration	NA
Voided Checks 2009-2010	6 Years	NA
Gross Tax Receipts 2008-2009	6 Years	NA
AP Correspondence & Receipts 2008-2010	6 Years	NA
Tax Searches, Property Transfers, Tentative Tax Roll, Tax Exemption, Tax Bill Mailing Address 2005-2010	6 Years	473
Time Sheets 2010	6 years	180
Payroll Labor & Distribution Periodic 2010	6 Years	355-56
Facility Use Applications 2005-2010	6 Years	441
Tax Bills, Collector's Copies 2009-2010	6 Years	458
Real Property Transfer Reports, Deed Transfer 2004-2010	6 Years	471
Receipt Register 2010	6 Years	740
Deposit Slips 2010	6 Years	856

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		

CANCELLATION OF DEBT

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

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Lunceford, Sharon	08-06800-03	\$ 12.79	Too Small for Coll Agency
Neamon, Rachel	08-15010-02	\$ 21.23	Too Small for Coll Agency
Neamon, Sharon	08-30000-05	\$ 15.09	Too Small for Coll Agency
Fallato, Peter	08-30900-12	\$ 13.38	Too Small for Coll Agency
Kilroy, Rosemary	16-15500-07	\$ 11.58	Too Small for Coll Agency
Windsor, Richard	16-16000-00	\$ 18.03	Too Small for Coll Agency
Smith, Melissa/Feuchter Lance	17-27400-10	\$ 24.59	Too Small for Coll Agency
Durham, Carl	08-02200-03	\$ 16.96	Past Statute
Wilson, Polly	08-2300-01	\$ 18.24	Past Statute
Main, Chad	08-23900-11	\$ 23.12	Past Statute

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Doezema, Jonathan	08-31800-02	\$ 13.98	Past Statute
Duch, Timothy	17-24700-02	\$ 14.03	Too Small for Coll Agency
Bartz, Tiffany	17-22700-10	\$ 19.32	Too Small for Coll Agency
Frost, Robert	09-15100-08	\$ 13.32	Too Small for Coll Agency
Lounsbury, Katelyn	17-22700-13	\$ 11.47	Too Small for Coll Agency
Longhine, Jeffery	08-28700-06	\$ 265.97	Past Statute
TOTAL		\$ 513.10	

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 CAPITAL PROJECT INVOICES

Motion by Mayor May and seconded by Trustee McGarvey the Village Capital Project bills be audited and paid in the amount of \$746,906.29 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	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 Mayor May and seconded by Trustee Rule, the Village bills be audited and paid in the amount of \$104,738.08 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		

UPDATE ON WWTP EXPANSION

Trustee McGarvey discussed the WWTP expansion. The electric contractor is on schedule, the roof has been installed on the UV building and they plan on pouring concrete in the UV building in approximately 2 weeks. They will be adding calcium and covering the concrete to aid in the curing process. The trusses for the expansion on the compost building arrived but were not correct, the contractors will pay for any additional expenses incurred by this error. The correct trusses have been ordered.

EXECUTIVE SESSION

Motion by McGarvey and seconded by Trustee Koerner, the Board enter into executive session to discuss the following topic(s) at 7:20 pm:

Proposed acquisition, sale or lease of real property

Employment History of a Particular Employee

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 Schiener and seconded by Trustee McGarvey, the Board exit executive session at 8:35 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		

SALARY INCREASE DEPUTY CLERK TREASURER

Motion by Trustee Schiener and seconded by Trustee McGarvey to increase Deputy Clerk Treasurer Karpinski's salary by 4%, effective January 1, 2017. There will be subsequent raises as follows: 3% effective June 1, 2017, 4% effective January 1, 2018, the union negotiated rate effective June 1, 2018. The raises are expected to bring her pay commensurate with the duties of the position.

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:

- Revenue and Expense Report

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:37 pm upon motion by Mayor May and seconded by Trustee Rule.

Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
AFLAC NEW YORK	\$ 2,209.84	KNIGHT, DONALD	\$ 160.00
AMI INVESTMENTS LLC	\$ 192.75	MACHIAS OUTDOORS	\$ 450.00
ARCADE AREA CHAMBER	\$ 50.00	MATTHEW BENDER & CO INC.	\$ 98.80
ATTICA ACE HARDWARE	\$ 39.98	MUNICIPAL SOLUTIONS, INC	\$ 120.00
ATTICA AUTO SUPPLY	\$ 230.41	NEW YORK STATE DEFERRED COMPE	\$ 2,240.72
AUTOMOTIVE ALLEY INC	\$ 31.00	NGT CORPORATION	\$ 845.00
BENEFLEX INC	\$ 175.00	NOCO ENERGY CORP	\$ 2,355.08
CCMH TIMES SQUARE LLC/NY MARR	\$ 544.00	NYS & LOCAL RETIRE SYSTEM	\$ 4,589.63
CID DIVISION OF WASTE MANAGEME	\$ 9,394.30	NYS CHILD SPRT PROCESSING	\$ 500.46
CINTAS CORPORATION #782	\$ 27.85	NYS INCOME TAX	\$ 3,967.53
CSEA	\$ 649.36	NYS INCOME TAX	\$ 181.50
CSEA BENEFIT UNIT	\$ 1,017.30	NYSGFOA	\$ 170.00
CSEA POLICE UNIT	\$ 141.35	OFFICE OF STATE COMPTROLLER	\$ 4,576.25
DUBAY ELECTRIC INC	\$ 140.00	OSHEL, LEONARD K, JR.	\$ 338.54
DUNN TIRE LLC	\$ 1,423.24	SOUTER, ROBERT A	\$ 275.00
EM SYSTEMS, INC	\$ 5,000.00	SOUTHWORTH-MILTON INC.	\$ 1,658.73
FASTENAL COMPANY	\$ 160.99	TIFCO INDUSTRIES	\$ 423.18
GRAINGER	\$ 448.31	TRACTOR SUPPLY CREDIT PLAN	\$ 247.47
INDEPENDENT HEALTH	\$ 32,688.00	TRI-COUNTY DRIFTHOPP	\$ 9.65
IRS - FEDRAL PAYROLL TAX PAYM	\$ 10.14	TRI-COUNTY TOOL RENTAL & SALE	\$ 35.00
IRS - FEDRAL PAYROLL TAX PAYM	\$ 22,075.34	UNITED UNIFORM CO INC	\$ 27.34
IRS - FEDRAL PAYROLL TAX PAYM	\$ 66.45	USA BLUEBOOK	\$ 266.31
ITRON, INC.	\$ 830.09	VALLEY FAB & EQUIPMENT INC	\$ 1,777.52
JIM'S EQUIPMENT REPAIR INC	\$ 132.64	VERIZON WIRELESS	\$ 656.50
KEY BANK	\$ 796.53	VILLAGE OF ARCADE	\$ 90.00
		WEF MEMBERSHIP	\$ 203.00
	COLUMN TOTAL \$ 78,474.87		COLUMN TOTAL \$ 26,263.21
			GRAND TOTAL \$ 104,738.08