

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, March 7, 2017 at 7:00 pm there were:

PRESENT

Trustee Ken Rule, Trustee Jim McGarvey, Trustee Donna Schiener Trustee Andrew Koerner, Superintendent of Public Works Larry Kilburn, Clerk/Treasurer Jennifer Kraft, Police Chief Anthony Biscaro.

ABSENT

Mayor Jay May, Deputy Clerk Treasure Michelle Karpinski

ALSO PRESENT

Lydia Dziedzic, Julie Calvert, Derek Rule, Travis Gentner, Jace Drennan, Garrett Drennan, Mike Landis

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

SMOKE FREE PROGRAM

Lydia Dziedzic, Partners for Prevention, and Julie Calvert, Tobacco Free GLOW, presented a proposal to the VOA Board regarding the designation of the Village of Arcade Park as a smoke free facility or at the very least the children’s playground area. “Tobacco Free Glow Community Engagement and Reality Check are components of the Advancing Tobacco Free Communities Program administered and coordinated by Roswell Park Cancer Institute.” “Partners for Prevention are dedicated to reducing substance abuse among Wyoming County youth.” These programs encourage healthy communities by providing resources and programing. Lydia shared her concerns over the amount of cigarette litter in the playground area at the Village Park. Making this area a smoke free zone would help in eliminating/reducing the litter. Lydia requested the VOA Board consider designating that section of the park smoke free. Other Villages in Wyoming County have designated smoke free areas in their parks. Tobacco Free Glow can provide signs to help inform the public. No decision was made at this time; a packet of information was left with the clerk.

UPDATE LIME LAKE SEWER PROJECT

Derek Rule, MDA Engineers, updated the board on the progress of the Lime Lake Sewer Project. The project is moving along with all the contract documents and plan specifications ready. There are some issues with easements and documents are being prepared to apply for eminent domain. Once eminent domain is approved the project will go out to bid. The goal is to have the force main and intermediate pump station completed by end of October or November 2017. This part of the project must be complete before any grind pumps can be installed around the Lake. Rural Development, one of the funding agencies, requires a Memorandum of Understanding (MOU) to be signed by all communities which have infrastructure passing through their boundaries. This MOU involves the Town of Machias, Town of Yorkshire, Town of Arcade, Village of Delevan and Village of Arcade. Basically the MOU describes the scope of work and specifically states that any of the above municipalities can tie into the sewage line providing they create a sewer district and engage in an inter-municipal agreement with those municipalities involved. It also states the Village of Arcade will accept the sewage providing those criteria are met, further negotiations are required regarding cost and procedures.

APPROVE MINUTES

Motion by Trustee McGarvey and seconded by Trustee Koerner, the minutes from the budget meeting held on January 31, 2017 be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	X	Abstain		Absent
VOTE TOTAL:	3	Yes	0	No	1	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

APPROVE MINUTES

Motion by Trustee Rule and seconded by Trustee McGarvey, the minutes from the budget meeting held on February 27, 2017 be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

AUTHORIZE MAYOR TO SIGN MEMORANDUM (MOU) OF UNDERSTANDING LIME LAKE SEWER PROJECT

Motion by Trustee McGarvey and seconded by Trustee Schiener to authorize Mayor May to sign the MOU between the Village of Arcade and the Town of Machias Lime Lake Sewer District, Town of Yorkshire, Town of Arcade and the Village of Delevan. This agreement is with respect to a certain six inch forcemain sanitary sewer line that the Town of Machias Lime Lake Sewer District intends to construct through portions of both Cattaraugus County and Wyoming County, New York. It is understood by all involved parties that the purpose of this agreement is to set forth the fact the Town of Machias consents to use of this forcemain by Delevan, Yorkshire and the Town of Arcade and is subject to further negotiations regarding cost and procedures.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May	X	Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

RESOLUTION - MEUA SEMI-ANNUAL MEETING

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

RESOLUTION

WHEREAS, the Board of Trustees of the Village of Arcade, New York, is a municipal member of the Municipal Electric Utilities Association (MEUA) of New York State, and

WHEREAS, the semi-annual meeting of the MEUA has been called on April 12 and April 13, 2017 to be held at the Embassy Suites Hotel, 6646 Old Collamer Road., East Syracuse, New York, 13057 and,

WHEREAS, in accordance with the bylaws of the MEUA, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Superintendent of Public Works Larry Kilburn be and is hereby designated as the accredited delegate of the Village of Arcade, New York.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

PROJECT UPDATE

The Streets employees have refurbished and installed the Village Park sign. The Boy Scout building is complete and ready to be rented. The baseball diamond lights are ready to be installed, the poles have been replaced. This week the startup for the new SBR tanks at the WWTP has begun, so far everything is working well. The initial sample has been within our SPEDES permit level. We have filed for an electric rate increase, all documents have been sent to the Public Service Commission, and we have not heard anything yet.

SCHEDULE PUBLIC HEARING TENTATIVE BUDGET 2017- 2018

Motion by Trustee Koerner and seconded by Trustee Schiener to schedule a public hearing on April 4, 2017 to hear comment on the proposed 2017-2018 budgets.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS		X PASS			FAIL			

SCHEDULE PUBLIC HEARING SEWER RENT RATE INCREASE

Motion by Trustee McGarvey and seconded by Trustee Rule to schedule a public hearing on April 4, 2017 for the discussion of the proposed increase to the sewer rent rate

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS		X PASS			FAIL			

TENTATIVE TELECOMMUNICATIONS CEILING

Clerk/Treasurer Kraft reported that notice has been received from the NYS Board of Real Property Services that the tentative telecommunications ceiling for the 2017 tax year is \$59,479, which is a decrease over last year's figure which finalized at \$60,660. This figure represents the maximum taxable assessed value of private mass telecommunications property, Verizon New York, Inc., in our municipality.

AUTHORIZE MAYOR TO SIGN PRIZM MAINTENANCE CONTRACTS (PRINTERS)

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize the Mayor to sign the maintenance contracts for the office printers with PRIZM, 6 Liberty Street, Arcade. The cost of the maintenance includes all toner, developer, drums/master, parts, labor and unlimited service calls.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	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 MU1 and contingent upon approval of the NYS Division of Court Operations Office of Records Management and the Justice Court Fund:

DESCRIPTION	RETENTION
3 Boxes Vehicle and Traffic Cases 2010	6 years
1 Box Monthly Report Packets 2010	6 years
19 Boxes Duplicate papers and rap sheets 2006-16	No retention

The motion was passed upon the following vote:

VOTE									
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

CANCELLATION OF DEBT

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

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Ellis, Sonya	05-27400-03	\$ 503.08	Deceased
Ferington, Marsann	17-05200-02	\$ 76.69	Past Statute
Spencer-Clouse, Crystal	05-08900-04	\$ 86.08	Past Statute
Stevens, Jason	12-23400-02	\$ 230.58	Past Statute
Tillinghast, Roger	08-23400-11	\$ 162.01	Past Statute
Torres, Antonio	09-08200-07	\$1165.50	Past Statute
Vellapally, Salvi	05-19000-02	\$ 203.07	Past Statute
Wilson, Jacob	05-06000-05	\$ 65.63	Past Statute
TOTAL		\$2492.64	

The motion was passed upon the following vote:

VOTE									
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

FY 2016-2017 BUDGET ADJUSTMENTS

Motion by Trustee McGarvey and seconded by Trustee Koerner, the budget adjustments be approved as presented by the Clerk (attached).

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

AUDIT CAPITAL PROJECT INVOICES

Motion by Trustee Rule and seconded by Trustee McGarvey the Village Capital Project bills be audited and paid in the amount of \$161,825.61 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		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

AUDIT BILLS

Motion by Trustee Rule and seconded by Trustee Koerner, the Village bills be audited and paid in the amount of \$69, 420.81 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		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

ARTS COUNCIL FOR WYOMING COUNTY GRANT

Trustee Schiener has received the check from the Arts Council for Wyoming County Grant in the amount of \$1,290 for the summer concert series to be held on Mondays in July at the sight of the former Crystal Inn. The schedule and entertainers will be announced at a later date.

LIBERTY STREET REPAIRS

Superintendent of Public Works Kilburn has sent a letter to the NYS DOT regarding the condition of Liberty Street. The road was to be worked on the 2013-14 project year but at this time that project is no longer on the DOT list. A copy of the letter was sent to Senator Gallivan.

EXECUTIVE SESSION

Motion by Trustee Schiener and seconded by Trustee Koerner, the Board enter into executive session to discuss the following topic(s) at 7:55 pm:

- Proposed sale, acquisition or lease of real property

The motion was passed upon the following vote:

VOTE								
Mayor Jay May		Yes		No		Abstain	X	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	0	Abstain	1	Absent
RESULTS		X	PASS				FAIL	

Motion by Trustee Schiener 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	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:

- Budget Adjustments

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:00 pm upon motion by Trustee McGarvey and seconded by Trustee Koerner.

Clerk/Treasurer

3-08-2017 5:23 PM

BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00291-PER BOARD DIRECTIVE 3/07/2017

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
Budget Adj. # 000827 -----							
005 5-9040-800-8000	3/07/2017	PER BOARD DIRECTIVE WORKERS COMPENSATION	1,640.00-	10,100.00	0.00	8,460.00	3.38
005 5-9060-800-4092	3/07/2017	PER BOARD DIRECTIVE HEALTH INS RETIREES	1,640.00	0.00	7,400.00	9,040.00	798.61
005 5-9710-700-7000	3/07/2017	PER BOARD DIRECTIVE SERIAL BONDS-INTEREST	235.00-	38,800.00	0.00	38,565.00	13,421.56
005 5-9730-700-7000	3/07/2017	PER BOARD DIRECTIVE BAN INTEREST	235.00	35,100.00	0.00	35,335.00	2.39
005 5-8340-100-1000	3/07/2017	PER BOARD DIRECTIVE PERSONNEL SERVICES-REG	3,000.00-	67,600.00	14,750.00-	46,850.00	16,048.05
005 5-8320-100-1000	3/07/2017	PER BOARD DIRECTIVE PERSONNEL SERVICES-REG	3,000.00	17,350.00	1,400.00-	18,950.00	141.06
005 5-8340-100-1000	3/07/2017	PER BOARD DIRECTIVE PERSONNEL SERVICES-REG	3,000.00-	67,600.00	14,750.00-	46,850.00	16,048.05
005 5-8320-100-1010	3/07/2017	PER BOARD DIRECTIVE PERSONNEL SERVICES-OT	1,575.00	12,200.00	3,600.00-	10,175.00	0.08
005 5-8320-101-1000	3/07/2017	PER BOARD DIRECTIVE LABOR-CHURCH ST WELL	100.00	0.00	200.00	300.00	6.02
005 5-8320-103-1000	3/07/2017	PER BOARD DIRECTIVE LABOR-SANDUSKY WELL	1,000.00	0.00	2,000.00	3,000.00	174.56
005 5-8320-104-1000	3/07/2017	PER BOARD DIRECTIVE LABOR-MUTTON HOLLOW WELL	300.00	0.00	1,100.00	1,400.00	40.93
005 5-8320-105-1000	3/07/2017	PER BOARD DIRECTIVE LABOR-LOWER EAGLE SPRING	25.00	0.00	900.00	925.00	11.99
TOTAL IN PACKET--						0.00	

*** NO WARNINGS ***

*** NO ERRORS ***

*** END OF REPORT ***

VENDOR	AMOUNT	VENDOR	AMOUNT
21ST CENTURY ELECTRONICS	\$ 17.99	MARTIN BROS CHEVROLET INC	\$ 44.54
697 WEST MAIN ST LLC	\$ 600.00	NEW YORK STATE DEFERRED COMPEN	\$ 2,498.12
ALMETER, HOLLY	\$ 800.00	NOCO ENERGY CORP	\$ 2,181.49
ARCADE POSTMASTER	\$ 225.00	NYS CHILD SPRT PROCESSING	\$ 500.46
ARCADE TRAINING CENTER	\$ 120.00	NYS INCOME TAX	\$ 3,636.39
BENEFLEX INC	\$ 175.00	NYSID	\$ 260.40
BISON LABORATORIES INC.	\$ 1,732.00	O'BRIEN, JONATHAN	\$ 2,460.00
CID DIVISION OF WASTE MANAGEMEN	\$ 9,394.30	OFFICE OF STATE COMPTROLLER	\$ 5,676.75
CINTAS CORPORATION #782	\$ 55.70	OSEA INC	\$ 405.00
CSEA	\$ 669.37	R.C. FIRE EQUIPMENT INC.	\$ 736.30
CSEA POLICE UNIT	\$ 144.85	SAIA COMMUNICATIONS INC	\$ 77.60
DEPOSITORY TRUST AND CLEARING	\$ 7,025.00	SIMAR, VICKI L.	\$ 242.28
FLEET MAINTENANCE INC	\$ 345.34	SOUTER, ROBERT A	\$ 275.00
FLEETPRIDE INC	\$ 720.52	STANGTEK SERVICES LLC	\$ 95.00
FORBES, EDITH E	\$ 110.00	TASER INTERNATIONAL, INC	\$ 90.90
GUTCHESS LUMBER CO INC	\$ 341.28	TRACTOR SUPPLY CREDIT PLAN	\$ 403.87
IRS - FEDERAL PAYROLL TAX PAYME	\$ 20,287.54	TRI-COUNTY TOOL RENTAL & SALES	\$ 35.00
KEY BANK	\$ 3,038.18	UPS	\$ 12.89
KOERNER, GILLIAN	\$ 115.15	VERIZON WIRELESS	\$ 665.75
KUTZUBA, ROBERT	\$ 1,428.00	VILLAGE OF ARCADE	\$ 90.00
LINEMENS SUPPLY INC	\$ 1,289.97	VONGPHACDY, HANNA	\$ 250.13
LOOSELEAF LAW PUBLICATIONS	\$ 67.75	WYOMING COUNTY DEPT OF HEALTH	\$ 64.00
COLUMN TOTAL	\$ 48,702.94	WYOMING COUNTY WORKERS COMPENS	\$ 16.00
		COLUMN TOTAL	\$ 20,717.87
		GRAND TOTAL	\$ 69,420.81