

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, March 22, 2017 at 7:00 pm there were:

PRESENT

Mayor Jay May, 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, Deputy Clerk/Treasurer Michelle Karpinski.

ALSO PRESENT

Carole Jones, Mike McElheny, Todd Wittmeyer, Sandie Dutton, Jason Foote, Joe Collins, Mike Lococo

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

UPDATE WWTP EXPANSION PROJECT

Jason Foote, Clark Patterson Lee, updated the board on the WWTP Expansion. The preliminary test results are in on the first SBR tank and within the limits required, therefore, we will be going live with this tank shortly. Due to the testing process on the tank the general contractor could not proceed on the project but work is expected to pick up again later this week. Jason discussed extra items the board can add on or eliminate from the project. Paving the area was discussed in depth. The general contractor is responsible for restoration of the area that had to be removed in order to do the project. Jason feels there are some drainage issues in the area outside of the construction area that need to be addressed. The contractor gave price of \$184,000 for a complete box out, removal and repaving of the entire facility. There are a few ways to reduce the cost, ie reduce square footage, and reduce the depth of the stone. About 16,000 square feet should be reduced from the cost as it was necessary to remove in order to complete the project and that is part of the contract, the Village would be responsible for the difference. Jason asked the Board what is the limit the board is willing to go? Is it a dollar amount or an area amount? Jason did recommend performing a compaction test on the areas of the ground that has been disturbed. He will obtain more information and report back to the Board.

Jason discussed the doors on the garages, we could change two garage doors from hollow metal to fiberglass doors, and we would replace three more, this would give us credit for the two hollow metal doors and add three more bringing the total to 5 doors. The doors would change from commercial steel doors to residential fiberglass doors with an additional cost of \$575. The board requested the price for three additional commercial steel hollow metal doors. The snow guards on the east and west sides of both compost buildings are \$13,890, the cost for metal bar type is \$21,940. Jason discussed the cost of replacing the boiler. CPL's HCVAC engineers researched some alternatives to a new boiler but any one of them would be equal to or greater in price than the boiler recommended by Gerwitz. Jason suggested accepting Gerwitz's price of \$41,369 for the boiler; this would be a replacement in kind. Due to the fact there is not enough allowance to cover this cost a formal change order to the contract for the boiler would be required. The ridge vent compost building one will be at no cost to the Village so they will go forward with that.

If the Board made all of the changes, there would still be \$91,301 left in the contingency.

APPROVE MINUTES

Motion by Trustee Rule and seconded by Trustee Koerner, the minutes from the regular meeting held on February 21, 2017 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		

APPROVE MINUTES

Motion by Trustee Schiener and seconded by Trustee Koerner, the minutes from the regular meeting held on March 7, 2017 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		

APPROVE MINUTES

Motion by Trustee Schiener and seconded by Trustee Rule, the minutes from the budget meeting held on March 14, 2017 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		

MUTUAL AID/STORM PAY POLICY

Superintendent of Public Works Kilburn presented a Mutual Aid/Storm Pay Policy to the board. The purpose of the policy is to authorize the Village to pay non-exempt employees double time for all hours worked during a mutual aid/storm situation. This situation must be a reimbursable event from other municipalities, investor owned utilities or County, State or Federal Agencies. Approval for participation must be granted by the Superintendent of Public Works.

Motion by Trustee Rule and seconded by Trustee Schiener to accept the Mutual Aid/Storm Pay Policy as presented by Superintendent of Public Works Kilburn, effective January 1, 2017.

The motion was passed upon the following vote:

VOTE									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andrew 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		

PHYSICAL PROTECTION POLICY

Superintendent of Public Works Kilburn presented a Physical Protection Policy to the board. This policy focuses on the appropriate access control methods needed to protect the Village facilities from insider and outsider threats. This policy is aligned with North American Energy Reliability Corporation (NERC) requirements. NERC oversees and regulates the reliability of the North American electrical grids. It is federally recognized and is responsible for developing and enforcing reliability standards.

Motion by Trustee McGarvey and seconded by Trustee Koerner to accept the Physical Protection Policy as presented by Superintendent of Public Works Kilburn.

The motion was passed upon the following vote:

VOTE									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andrew 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 BID LAWN MOWER/BRUSH HOG

Superintendent of Public Works Kilburn requested permission to bid the price of a new zero turn lawn mower and a brush hog. This equipment will be shared between the electric and the water department. The purchase will be made after June 1, 2017 as it is an expense in the next fiscal year.

Motion by Trustee Koerner and seconded by Trustee Schiener to authorize Superintendent of Public Works Kilburn to bid the price of a zero turn mower and a brush hog, to be paid for after June 1, 2017 from the water and electric departments funds.

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		

ADVANCE WATER EMPLOYEE TO PUBLIC WORKS MAINTENANCE WORKER A

Employee Jason George, currently a public works maintenance worker B in the water department, has recently completed the required classes to obtain his water B, C and D licenses.

Motion by Trustee McGarvey and seconded by Trustee Rule to advance Jason George to public works maintenance worker A, contingent upon approval from Wyoming County and Cattaraugus County Health Departments, effective April 1, 2017 at a rate of \$25.50. This rate is in accordance with the CSEA, Local 1000 AFSCME, AFL-CIO, Village of Arcade General Unit #9252, Wyoming County Local 861 contract.

The motion was passed upon the following vote:

VOTE									
Mayor Jay May	X	Yes		No		Abstain		Absent	
Trustee Andrew 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 INDEPENDENT HEALTH INSURANCE CONTRACT

Motion by Trustee Rule and seconded by Trustee Koerner to authorize Mayor May to sign the contract with Independent Health for the iDirect Gold HSAQ Plan along with the Pediatric Dental Coverage Requirement Notification, effective June 1, 2017. The premium rates are Single \$441.77, Employee and Spouse \$883.54, Employee and Child(ren) \$751.01 and Family \$1,259.04. The deductible will be \$2,100 for single and \$4,200 for employee and spouse, employee and child(ren) and family. The new premiums represent an 8.12% increase over last year's premiums.

The motion was passed upon the following vote:

VOTE								
Mayor Jay May	X	Yes		No		Abstain		Absent
Trustee Andrew 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 Schiener and seconded by Trustee McGarvey to authorize Clerk Treasurer Kraft to destroy the following records in accordance with NYS MU1:

DESCRIPTION	RETENTION
Vehicle File #17 Chevy Impala sold 1/21/2011	6 years
Vehicle File #72 Dodge 3500 Dump Truck sold 1/31/2011	6 years
Vehicle File #70 2002 Freightliner Bucket Truck sold 1/31/2011	6 years
Vehicle File #61 John Deere 4110 Tractor sold 2/7/2011	6 years
Correspondence 2010	6 years
Certificate of Insurance 2008-2010	6 years
Insurance 2009-2010	6 years
Information copies	0 after no longer needed
Sales Tax 2009	6 years

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 Rule the Village Capital Project bills be audited and paid in the amount of \$11,543.00 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		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 Mayor May and seconded by Trustee Schiener, the Village bills be audited and paid in the amount of \$928,877.09 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		

SMOKE FREE AREAS IN VILLAGE PARK

Trustee Schiener discussed the possibility of creating smoke free zones in the Arcade Park, in particular any area where young children are at play. The board agreed and Trustee Schiener will contact Lydia Dziedzic, Partners for Prevention, to get some signs that indicate the area is a “smoke free area” in the park.

ELECTION RESULTS

Mayor May shared his disappointment with the small turn out at the Village election held on March 21, 2017. Only 2% of the registered voters cast a vote. While he understands it was an uncontested election his concern is the apathy in the Village stating “this is an issue.”

VILLAGE PROPERTY SALES

Trustee Schiener shared information on sales of residential properties in the Village. It has been said that homes are just not selling in the Village. “This just isn’t so,” stated Schiener. Citing information from Buffalo Niagara MLS 17 homes have sold in the Village between May 2016 and February 2017 with prices ranging from \$76,500 to \$155,000; there are 6 sales pending or under contract with 8 more on the active list. Typically it takes about 12 months to sell homes within the Village. The sale listing ratio is currently 97.57% which indicates that homes typically sell for 97.57% of the list price.

EXECUTIVE SESSION

Motion by Trustee Schiener and seconded by Trustee McGarvey, the Board enter into executive session to discuss the following topic(s) at 8:35 pm:

- Acquisition, sale or lease of real property

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 Koerner, the Board exit executive session at 8:37 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 8:37 pm upon motion by Trustee Rule and seconded by Trustee McGarvey.

Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
21ST CENTURY ELECTRONICS	\$ 17.46	MEUA - MUNICIPAL ELECTRIC	\$ 160.00
ABBOTT ANSWERING 581 LLC	\$ 119.15	MILLER, DAVID	\$ 120.00
AFLAC NEW YORK	\$ 2,209.84	MOORE MEDICAL, LLC	\$ 1,237.90
AIRGAS, INC	\$ 51.29	NATIONAL FUEL GAS DISTRIB	\$ 950.60
ARCADE HERALD	\$ 112.84	NATIONAL GRID	\$ 125,384.37
ARCADE LUMBER & MILLWORK	\$ 893.56	NEW HORIZON COMMUNICATIONS	\$ 742.83
ARCADE POSTMASTER	\$ 1,700.64	NEW YORK STATE DEFERRED CO	\$ 2,540.08
ARCADE POSTMASTER	\$ 293.02	NGT CORPORATION	\$ 845.00
ATTICA AUTO SUPPLY	\$ 205.87	NOCO ENERGY CORP	\$ 3,875.57
AW DIRECT	\$ 230.83	NORTH EASTERN RESCUE VEHIC	\$ 253.60
BELL-BEYER, SHERI	\$ 28.89	NY POWER AUTHORITY	\$ 157,196.46
BRASS' SHURFINE	\$ 90.18	NYMPA	\$ 327,178.00
BST & CO. CPAS, LLP	\$ 1,766.00	NYS CHILD SPRT PROCESSING	\$ 500.46
C & G ELECTRICAL SUPPLY	\$ 2,787.30	NYS INCOME TAX	\$ 3,923.56
CINTAS CORPORATION #782	\$ 83.55	NYS SALES TAX	\$ 17,566.30
CLARK PATTERSON LEE	\$ 16,490.00	O'BRIEN, JONATHAN	\$ 237.50
COMSTOCK, GINGER	\$ 120.00	OSEA INC	\$ 571.50
CONNOR, FRANCIS S.	\$ 258.00	OUTSOURCE RECEIVABLES MGMT	\$ 37.50
CSEA	\$ 669.37	R.C. FIRE EQUIPMENT INC.	\$ 7,992.12
CSEA POLICE UNIT	\$ 135.10	SAIA COMMUNICATIONS INC	\$ 47.58
CURR A/C ELECTRIC	\$ 9,312.15	SATCHELL, JASON M	\$ 15.00
CURR A/C SEWER	\$ 5,999.21	SECURITY INVESTORS GROUP I	\$ 360.00
CURR A/C WATER	\$ 1,685.32	SHELTERPOINT LIFE INSURANC	\$ 268.80
D & H EXCAVATING INC	\$ 2,250.00	SIMAR, VICKI L.	\$ 677.64
DRENNAN, JACE	\$ 15.00	SPECIAL FLEET SERVICE INC	\$ 361.80
E.J. PRESCOTT, INC	\$ 782.11	STANGTEK SERVICES LLC	\$ 2,185.00
FASTENAL COMPANY	\$ 241.11	STAPLES CONTRACT & COMMERC	\$ 310.35
GASBARRINI, CHANTEL	\$ 100.00	STUART C IRBY CO	\$ 6,388.71
GENERAL PHYSICIAN PC	\$ 810.00	TECHNICAL ASSISTANCE AND	\$ 1,559.20
GENERAL SUPPLY & SERVICES,	\$ 1,562.79	THE ZOGHLIN GROUP, PLLC	\$ 682.50
GENERAL WELDING & FABRICAT	\$ 638.29	TIFCO INDUSTRIES	\$ 129.20
GEORGE, JASON	\$ 15.00	TIME WARNER CABLE	\$ 324.93
GERWITZ & MCNEIL ELECTRIC	\$ 32,921.11	TRI-COUNTY TOOL RENTAL & S	\$ 35.00
GRAINGER	\$ 52.38	TYLER TECHNOLOGIES INC	\$ 865.38
HODGSON RUSS LLP	\$ 192.50	UNIVAR USA INC.	\$ 1,515.18
HULL ELECTRIC, INC	\$ 846.45	UTZ TIRE SERVICE OF ARCADE	\$ 42.50
IEEP:IND ENERGY EFF PROG	\$ 16,630.18	VERIZON	\$ 147.67
IRS - FEDERAL PAYROLL TAX P	\$ 21,717.88	VERIZON WIRELESS	\$ 653.84
J & J EQUIPMENT, LLC	\$ 1,495.00	VILLAGE OF ARCADE	\$ 90.00
JIM'S EQUIPMENT REPAIR INC	\$ 1,976.38	WARD & KUTZUBA	\$ 1,015.00
JOHN SIXT & SON, INC.	\$ 114.92	WILLIAMSON LAW BOOK CO	\$ 283.99
LEXISNEXIS RISK DATA MGMT	\$ 50.00	WIND-SUN CONSTRUCTION, INC	\$ 128,904.55
LINEMENS SUPPLY INC	\$ 53.31	WOODRUFF CONSTRUCTION & GR	\$ 328.85
MAPLE GROVE ENTERPRISES	\$ 1,828.80	WYOMING COUNTY DEPT OF HEA	\$ 76.00
MARCOS PIZZA & SUBS	\$ 95.25	ZIMMER AUTO PARTS & SALES	\$ 647.04
COLUMN TOTAL	\$ 129,648.03	COLUMN TOTAL	\$ 799,229.06
		GRAND TOTAL	\$ 928,877.09