

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, September 4, 2018 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

Gillian Koerner, Casey Dunlap, Ben Halsey-Superintendent of Yorkshire Pioneer Central School

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

JUSTICE COURT ASSISTANCE PROGRAM (JCAP) GRANT

Gillian Koerner, Court Clerk, discussed the projects she would seek funding for through the JCAP grant program. There are a variety of items on the list of improvements which include changing the lighting in the courtroom and the hallway to LED bulbs, add a light outside over the court entrance, new justice robes, stand up work station in clerk's office with a mat, replace emergency exit in courtroom and the outside entrance door to the clerk's office, a new printer for the courtroom, an attorney meeting room, upgrade the video surveillance system, purchase a document shredder and a secure drop box for payments. If the costs are under \$30,000 it will remain a Village grant, if it should go over \$30,000 it would then become a joint application with the Village and the Town. To date the Village has received \$123,319 through the JCAP grant.

2018 JCAP GRANT RESOLUTION

Motion by Trustee McGarvey and seconded by Trustee Schiener to authorize the following resolution regarding the 2018 JCAP grant.

RESOLUTION

WHEREAS, the New York State (NYS) Unified Court System established the Justice Court Assistance Program (JCAP) in 1999 to provide State assistance to Town and Village Courts, and

WHEREAS, the NYS Unified Court System is accepting applications for the 2018 JCAP grant, and

WHEREAS, the maximum JCAP award is \$30,000 per municipality, and

WHEREAS, the grant may be used for a variety of purposes, including, but not limited to, new or updated automation, office and security equipment, furniture, and courtroom renovations, and

WHEREAS, the deadline for application is October 11, 2018, and

WHEREAS, the VOA Board of Trustees understands that any funds awarded pursuant to an application shall be used only in accordance with all rules and regulations governing the JCAP, and

WHEREAS, the VOA Board of Trustees also understands that any goods and/or services purchased with any JCAP funds shall be obtained in accordance with acceptable procurement practices established by the VOA including competitive bidding, and

WHEREAS, the VOA Board of Trustees acknowledges that no funds awarded pursuant to an application shall be used to compensate justices or non-judicial staff or to reduce or otherwise supplant funding provided by the Village to its justice court, and

NOW THEREFORE BE IT RESOLVED, that VOA Board of Trustees hereby authorizes court personnel to make application; and

BE IT RESOLVED, that the court personnel be authorized to apply up to the maximum amount available for the items listed below,

Converting light bulbs in hallway and courtroom and office to LED
 Adding an additional light in parking lot over courtroom door
 New Justice robes
 Stand up desk and desk mat
 Replace emergency exit door (courtroom)
 Replace court clerk office entrance door
 Replace court room copier
 Construct attorney meeting room
 Upgrade video surveillance, along with additional cameras
 New document shredder

BE IT FURTHER RESOLVED, that the Mayor of the Village of Arcade is hereby authorized to sign the 2018 JCAP application or any documents relating to the submission of the grant application.

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 | | |

APPROVE MINUTES

Motion by Trustee Koerner and seconded by Trustee McGarvey, the minutes from the public hearing and regular meeting held on August 21, 2018 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 | | Abstain | 1 | Absent | |
| RESULTS | X | PASS | | | | | FAIL | | |

APPROVE MINUTES

Motion by Trustee Schiener and seconded by Trustee McGarvey, the minutes from the special meeting held on August 30, 2018 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 | | Yes | | No | X | 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: | 3 | Yes | 0 | No | 1 | Abstain | 1 | Absent | |
| RESULTS | X | PASS | | | | | FAIL | | |

PARKING SITUATION

Due to orientation day at the Arcade Elementary building parking problems arose. Participants of the orientation parked in parking areas designated as “No Parking” or on peoples’ lawns, blocking driveways and parking in the municipal lots making entering and leaving difficult. The Police received several complaints from business owners and residents. Several parking tickets were issued. Mayor May spoke with the school and suggested alternatives

for subsequent years. Mr. Halsey spoke to the board and explained there was a change in the orientation program which created this situation. Mr. Halsey expressed his concern for the parents that were invited to the school and subsequently received parking tickets. It was agreed that there must be a change for the future. The tickets will stand as is, per the consensus of the Board.

HIRE PART TIME POLICE OFFICER

Motion by Trustee Schiener and seconded by Trustee Koerner to authorize Chief Biscaro to hire Vaughn Collingridge to the position of part time police officer at a rate of \$18.97 per hour with a start date of September 10, 2018. He is currently in the police academy through the Cattaraugus County sheriff’s office.

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 | |

AUTHORIZE PURCHASE DUMP TRUCK WATER DEPARTMENT

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize Superintendent of Public Works Kilburn to purchase a 2018 Dodge 550 Dump Truck in the amount of \$67,487 from Rock City Chrysler Jeep Dodge Ram, 520 Rock City Street, Little Valley NY. This bid was through the NYS mini bid program. Although this was not the lowest bid it is the only vehicle that meets all of the bid criteria.

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 | |

RESOLUTION - MEUA ANNUAL MEETING

The following resolution was offered by Mayor May and seconded by Trustee McGarvey:

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 annual conference of the MEUA has been called on September 11-14, 2018, to be held at Adam’s Mark Hotel & Event Center, Buffalo, New York, 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 | 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 | | |

JUSTICE COURT EXPENSE RATIO WITH TOWN OF ARCADE

Motion by Trustee Schiener seconded by Trustee Koerner the VOA Board adjust the Justice Court Expense Ratio to 13.34% (from 17.96%) based on the total number of cases from January 1, 2017 through December 31, 2017, effective June 1, 2018 through May 31, 2019 pending TOA Board approval and written response indicating such approval.

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 Trustee Schiener and seconded by Trustee McGarvey, the Village bills be audited and paid in the amount of \$264,968.63 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 | | |

TURN THE TOWN TEAL

Debbie Hackett approached the Clerk Treasurer requesting permission to hang teal ribbons on various light poles in the Village to signify an awareness campaign for ovarian cancer. The campaign is entitled "Turn the Towns Teal." The Board approved the request and the Mayor signed a document giving permission. The Clerk will contact Debbie.

EXECUTIVE SESSION

Motion by Trustee Koerner and seconded by Trustee McGarvey, the Board enter into executive session to discuss the following topic(s) at 7:51 pm:

- Contract Negotiations

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 8:16 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 | |

CHICKENS IN THE VILLAGE

The Mayor shared a letter he received with the VOA Board regarding ownership of chickens within the Village. Although this topic had been discussed before the Mayor will bring the matter up for discussion at the next board meeting to be held September 18, 2018.

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 8:24 pm upon motion by Trustee Schiener and seconded by Trustee McGarvey.

Clerk/Treasurer

| VENDOR | AMOUNT | VENDOR | AMOUNT |
|---------------------------------|----------------------|--------------------------------|----------------------|
| AFLAC NEW YORK | \$ 2,153.06 | LARRY ROMANCE & SON INC. | \$ 67.42 |
| AMCHAR WHOLESAL, INC | \$ 346.20 | LIFTECH EQUIPMENT COMPANIES | \$ 385.00 |
| ARCADE TRAINING CENTER | \$ 225.00 | LINEAGE | \$ 692.75 |
| BENEFLEX-ERIE | \$ 192.00 | MAZZA MECHANICAL SERVICES, INC | \$ 232.50 |
| BENNET'S SEALCOATING & MORE | \$ 3,800.00 | MAZZA MECHANICAL SERVICES, INC | \$ 1,378.23 |
| BISON LABORATORIES INC. | \$ 1,980.00 | MOORE MEDICAL, LLC | \$ 967.03 |
| BLUE COLLAR WORKWEAR | \$ 7,277.88 | NATIONAL GRID | \$ 37.01 |
| BLUE TARP FINANCIAL INC | \$ 52.66 | NEW YORK STATE DEFERRED COMPEN | \$ 2,801.30 |
| CHASE BANK | \$ 125,000.00 | NOCO ENERGY CORP | \$ 2,120.35 |
| CID DIVISION OF WASTE MANAGEMEN | \$ 9,394.30 | NYCOM | \$ 295.00 |
| CINTAS CORPORATION #782 | \$ 26.15 | NYS & LOCAL RETIRE SYSTEM | \$ 5,255.39 |
| CONNOR, FRANCIS S. | \$ 116.00 | NYS CHILD SPRT PROCESSING | \$ 500.46 |
| CSEA | \$ 706.92 | NYS INCOME TAX | \$ 3,913.11 |
| CSEA BENEFIT UNIT | \$ 1,338.78 | PIONEER FORD INC. | \$ 2,351.50 |
| CSEA POLICE UNIT | \$ 150.10 | PPP FLUTURE DEVELOPMENT INC | \$ 88.98 |
| DE LAGE LANDEN FINANCIAL SERVI | \$ 99.00 | SOUTER, ROBERT A | \$ 350.00 |
| DEPOSITORY TRUST AND CLEARING | \$ 5,725.00 | SOUTHERN TIER ELECTRIC SUPPLY | \$ 864.00 |
| E.J. PRESCOTT, INC | \$ 666.76 | SOUTHERN TIER ELECTRIC SUPPLY | \$ 864.00 |
| FORBES COURT REPORTING SERVICE | \$ 110.00 | TIME WARNER CABLE | \$ 254.96 |
| GERNATT ASPHALT PRODUCTS, INC. | \$ 307.45 | TRACTOR SUPPLY CREDIT PLAN | \$ 426.14 |
| GLOW YMCA INC | \$ 1,440.00 | TRACTOR SUPPLY CREDIT PLAN | \$ 170.81 |
| GRAINGER | \$ 9,560.22 | USA BLUEBOOK | \$ 734.49 |
| HALEY CONCRETE INC | \$ 553.50 | USA BLUEBOOK | \$ 131.40 |
| INDEPENDENT HEALTH | \$ 34,962.03 | VERIZON | \$ 147.23 |
| IRS - FEDRAL PAYROLL TAX PAYME | \$ 20,247.94 | VERIZON WIRELESS | \$ 775.16 |
| J & S AGEN, INC | \$ 1,645.00 | VILLAGE OF ARCADE | \$ 90.00 |
| KEY BANK | \$ 2,607.03 | VILLAGE OF ARCADE | \$ 583.26 |
| KOESTER ASSOCIATES INC | \$ 3,126.36 | WATERMAN'S GREENHOUSE, LLC | \$ 311.81 |
| KUTZUBA, ROBERT | \$ 1,428.00 | WESCO DISTRIBUTION, INC. | \$ 2,942.00 |
| COLUMN TOTAL | \$ 235,237.34 | COLUMN TOTAL | \$ 29,731.29 |
| | | GRAND TOTAL | \$ 264,968.63 |