

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, October 16, 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, Deputy Clerk/Treasurer Michelle Karpinski.

ABSENT

Trustee Ken Rule, Police Chief Anthony Biscaro

ALSO PRESENT

Sandie Dutton, Chris Warner, Isaac Rivera, Mark Alianello, Chris Lester, Brian Meyers, Chris Gleason

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

BASEBALL TOURNAMENT

Isaac Rivera and Chris Wagner discussed the upcoming Barry Ashworth Memorial Baseball Tournament to be held June 7 - 9, 2019 in the Village Park. The proceeds will fund scholarships for Pioneer students that have been involved in the league. There will be three age groups – 8,10 and 12 year olds, with 4 teams per age group. There will be skills competition such as home run derby, speed and throwing with awards given out. The teams are primarily from Cattaraugus County but there will be some from Allegany and Erie Counties. There are many people that are willing to help with this tournament. The Board gave their full support in this endeavor.

SULLIVAN AVENUE GARAGE PHASE II SITE ASSESSMENT RECOMMENDATION

Mark Alianello discussed his recommendation to the Board after the Phase II Site Assessment. His services for the next phase would include defining the scope of services necessary to create the space the Board would like in that area. Included in the scope of services will be overseeing the asbestos abatement, lead paint removal and any other clean up as required by the assessment as well as the bid process and preparing contract documents. The Board needs to define what their goals for that space will be. Superintendent of Public Works Kilburn will meet with the various departments to discuss storage needs to aid in determining whether to demolish the entire building or save part of it for storage. The Board will make their recommendation at the next board meeting.

APPROVE MINUTES

Motion by Trustee Koerner and seconded by Trustee McGarvey, the minutes from the regular meeting held on October 2, 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		Yes		No	X	Abstain		Absent
VOTE TOTAL:	3	Yes	0	No	1	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

DECLARE VEHICLE SURPLUS (2012 TAHOE)

Motion by Trustee Schiener and seconded by Trustee McGarvey to declare the 2012 Police Tahoe as surplus and as such authorize Chief Biscaro to sell it at auction.

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		

NORTH AMERICAN ELECTRIC RELIABILITY CORPORATION (NERC) AUDIT

Superintendent of Public Works Kilburn reviewed the results of the NERC compliance audit that was performed by Northeast Power Coordinating Council, Inc. Due to the fact we provide transmission service to the wind farm, our load is over 25 megawatts and we have our own transmission over 50,000 volts we are subject to NERC compliance resulting in this audit. As a registered entity we are subject to compliance assessments with all Reliability Standards that are applicable to the functions for which the entity is registered. Based on the reports there were no findings of non-compliance noted for the Reliability Standards and applicable requirements in scope for this engagement. The audit is expected every six years.

REVIEW SEXUAL HARASSMENT POLICY

Clerk Treasurer Kraft distributed the Sexual Harassment Prevention policy for review. Section 201-g of the Labor Law of NYS requires this policy to be in place. Along with the policy there will be mandatory training for all employees annually. The Board will review and make recommendations at the next board meeting.

FIRE CONTRACT

Clerk Treasurer Kraft discussed the proposed figures for the fire contract between the Village of Arcade and the Towns of Arcade and Freedom. Due to maintenance and repairs at the fire hall, the purchase of a new fire truck this year and the proposed equipment replacement schedule, along with the new disability insurance the proposed contract amounts have increased. The proposed amounts are as follows: Village of Arcade \$92,821, up from \$86,604, the Town of Arcade \$82,763 up from \$76,682 and the Town of Freedom \$52,091 up from \$46,889.

AUTHORIZE MAYOR TO SIGN MUNICIPAL SOLUTIONS AGREEMENT SANITARY SEWERS PHASE 2B

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize the Mayor to sign the contract with Municipal Solutions, for work associated with Sanitary Sewer Phase 2B project. The contract includes the long term closing with the Clean Water State Revolving Fund as well as fiscal services. The fee is \$142 hours per hour, with a minimum of \$6,500 plus expenses.

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		

AUTHORIZATION TO MOVE FUNDS TO FIRE DEPARTMENT RESERVE

Motion by Trustee McGarvey and seconded by Trustee Koerner to authorize the Clerk Treasurer to transfer \$65,000 to the fire department equipment replacement reserve per the 2017-18 fire contract.

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		

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 the NYS MU1:

DESCRIPTION	RETENTION	BOX #
Vehicle #25 2007 Chevy Dump Truck Sold Feb 2012	6 years	Folder
Vehicle #24 2011 John Deere Loader Sold Aug 2012	6 years	Folder
Vehicle #1 2003 Ford Ambulance Sold Aug 2012	6 years	Folder
BWB informational copies	0 after needed	box

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 Mayor May and seconded by Trustee McGarvey, the Village bills be audited and paid in the amount of \$555,325.22 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		

EXECUTIVE SESSION

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

- Possible Litigation
Contract Negotiations
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		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 Schiener and seconded by Trustee McGarvey, the Board exit executive session at 9:12 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		

REPORTS RECEIVED

The following reports were received, reviewed, and placed on file:

- Revenue and Expense Summary

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 9:12 pm upon motion by Trustee Koerner and seconded by Trustee Schiener.

Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
21ST CENTURY ELECTRONICS	\$ 66.98	MAZZA MECHANICAL SERVICES, INC	\$ 482.00
ABBOTT ANSWERING 581 LLC	\$ 164.60	MEUA - MUNICIPAL ELECTRIC UTIL	\$ 160.00
ACTIVE IT DESIGN, LLC	\$ 2,545.00	MIDLAND ASPHALT MATERIALS INC	\$ 25,118.64
ALTEC INDUSTRIES INC	\$ 5,472.75	NATIONAL FUEL	\$ 1,508.06
ARCADE HERALD	\$ 120.00	NATIONAL FUEL	\$ 65.03
ARCADE LUMBER & MILLWORK	\$ 642.31	NATIONAL GRID	\$ 71,154.43
ARCADE POSTMASTER	\$ 1,740.32	NEW HORIZON COMMUNICATIONS COR	\$ 795.38
ARCADE POSTMASTER	\$ 258.50	NEW YORK STATE DEFERRED COMPEN	\$ 2,829.30
ATTICA ACE HARDWARE	\$ 436.81	NGT CORPORATION	\$ 1,315.00
ATTICA AUTO SUPPLY	\$ 149.62	NOCO ENERGY CORP	\$ 2,666.06
AUTOMOTIVE ALLEY INC	\$ 1,545.59	NORTH EASTERN RESCUE VEHICLES,	\$ 425.05
BRASS' SHURFINE	\$ 111.44	NOVA GLASS & MIRROR'S INC	\$ 75.00
BURTON, BRIAN	\$ 344.80	NY POWER AUTHORITY	\$ 140,486.01
C & G ELECTRICAL SUPPLY	\$ 770.70	NYMPA	\$ 65,311.00
CHURCHVILLE FIRE EQUIPMENT CO	\$ 2,714.58	NYS CHILD SPRT PROCESSING	\$ 500.46
CINTAS CORPORATION #782	\$ 167.62	NYS INCOME TAX	\$ 4,212.22
CONNOR, FRANCIS S.	\$ 693.00	PIERCE, LAURA	\$ 50.00
COUNTY LINE STONE CO INC.	\$ 3,430.87	PIONEER FORD INC.	\$ 149.00
CSEA	\$ 732.16	PIONEER MOTORSPORT	\$ 642.97
CSEA POLICE UNIT	\$ 176.05	PUBLIC SAFETY CENTER INC.	\$ 137.57
CURR A/C ELECTRIC	\$ 5,545.00	RAILROAD MANAGEMENT COMPANY IV	\$ 499.55
CURR A/C SEWER	\$ 171.19	RICHARD-CIN SIGNS & SAFETY SUP	\$ 692.90
CURR A/C WATER	\$ 2,988.69	S & C ELECTRIC CO.	\$ 432.00
DELUXE SMALL BUSINESS SALES IN	\$ 269.59	S.D. MYERS INC	\$ 4,608.00
DIG SAFELY NEW YORK, INC	\$ 19.36	SCHWAB AGGREGATES	\$ 1,054.59
E.R. RULE & SONS INC.	\$ 253.45	SECURITY INVESTORS GROUP INC	\$ 711.95
ERIE CO DSS	\$ 109.31	SHARP ELECTRONICS CORPORATION	\$ 99.49
FIBER INSTRUMENT SALES, INC	\$ 841.51	T L SCHWAB TRANSPORT LLC	\$ 296.43
FIVE STAR EQUIPMENT INC	\$ 70,672.95	TIME WARNER CABLE	\$ 354.95
FLUID KINETICS, INC.	\$ 2,864.00	TOMPKINS CARDMEMBER SERVICE	\$ 2,310.62
FORBES COURT REPORTING SERVICE	\$ 110.00	TOMPKINS CARDMEMBER SERVICE	\$ 419.85
FORMS IN A WINK	\$ 488.72	TYLER TECHNOLOGIES INC	\$ 165.06
GERNATT ASPHALT PRODUCTS, INC.	\$ 74.68	UNIVAR USA INC.	\$ 1,844.30
GERWITZ & MCNEIL ELECTRIC INC	\$ 2,868.00	USA BLUEBOOK	\$ 295.54
GRAINGER	\$ 1,128.21	VERIZON	\$ 147.23
HALEY CONCRETE INC	\$ 1,418.00	VILLAGE OF ARCADE	\$ 90.00
HAMBURG OVERHEAD DOOR INC	\$ 8,482.00	WESCO DISTRIBUTION, INC.	\$ 17,082.10
IEEP:IND ENERGY EFF PROG	\$ 10,270.81	WESCO DISTRIBUTION, INC.	\$ 632.80
IEH AUTO PARTS HOLDING LLC	\$ 141.79	WILLEY WELL DRILLING INC	\$ 200.66
IEH AUTO PARTS HOLDING LLC	\$ 136.79	WILLIAMSON LAW BOOK CO	\$ 285.23
INDEPENDENT HEALTH	\$ 35,460.42	WITTMAN GEOSCIENCES	\$ 11,804.84
IRS - FEDERAL PAYROLL TAX PAYME	\$ 21,916.55	WNYACOP, INC	\$ 100.00
J & S AGEN, INC	\$ 515.75	WOODRUFF CONSTRUCTION & GRAVEL	\$ 126.00
JOHN SIXT & SON, INC.	\$ 256.45	WYOMING CO DSS	\$ 528.48
JOHN SIXT & SON, INC.	\$ 200.67	WYOMING COUNTY DEPT OF HEALTH	\$ 64.00
LARRY ROMANCE & SON INC.	\$ 76.84	WYOMING COUNTY TREASURER	\$ 50.00
LEXISNEXIS RISK DATA MGMT INC	\$ 50.00	ZIMMER AUTO PARTS & SALES INC	\$ 384.21
LINEAGE	\$ 1,945.80	ZIMMER AUTO PARTS & SALES INC	\$ 401.03
COLUMN TOTAL	\$ 191,560.23	COLUMN TOTAL	\$ 363,764.99
		GRAND TOTAL	\$ 555,325.22