

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, May 19, 2020 at 7:00 pm there were:

PRESENT

Mayor Jay May (via ZOOM), Trustee Ken Rule, Trustee Jim McGarvey (via Zoom), Trustee Donna Schiener(via Zoom), Trustee Andrew Koerner (via ZOOM), Superintendent of Public Works Larry Kilburn, Clerk/Treasurer Jennifer Kraft, Police Chief Anthony Biscaro, Deputy Clerk/Treasurer Michelle Karpinski (via ZOOM).

ALSO PRESENT

Elwyn Roll (via ZOOM), Sandra Dutton (via ZOOM), Gill Koerner (via ZOOM), Jace Drennan (via ZOOM)

PLEDGE OF ALLEGIANCE

Mayor May opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee McGarvey and seconded by Trustee Rule, the minutes from the public hearing and regular meeting held on May 5, 2020 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		

AUTHORIZE PURCHASE OF POLICE VEHICLE

Motion by Trustee Schiener and seconded by Trustee McGarvey to authorize the purchase of 2021 Ford Police Interceptor Utility Vehicle through the NYS mini-bid system. Van Bortel Ford was the low bid at \$33,937.44. There will be additional costs for the installation of the logos and the up fit of equipment.

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		

VACATION CARRYOVER

Motion by Trustee McGarvey and seconded by Trustee Schiener to authorize all employees to carryover vacation and to use it by the next anniversary date in 2021 due to the COVID 19 situation and their inability to use vacation for 6 weeks. .

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		

RESOLUTION – 2020 TAX LEVY

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

RESOLUTION

WHEREAS, Real Property Tax Law §1420 mandates that the Board of Trustees levy the tax for the ensuing year by May 15th; and

WHEREAS, the Board of Trustees has adopted a budget for the period June 1, 2020 through May 31, 2021 showing an amount to be raised by taxation; and

WHEREAS, the taxable assessed value of the Village for the period June 1, 2020 through May 31, 2021 has been set forth in the final assessment roll and verified by the assessors; and

BE IT RESOLVED, that Clerk/Treasurer Kraft be hereby authorized and directed to extend and carry out upon the roll the amount to be levied against each parcel of real property with a tax rate of 18.341820 per thousand of assessed valuation.

Total General Fund Tax Levy\$1,798,255

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		

2020 TAX WARRANT

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

To: Jennifer Kraft, Clerk Treasurer

YOU ARE HEREBY COMMANDED to receive and collect from the persons named in the tax roll hereunto annexed, the several sums stated in the last column hereof opposite their respective names, being a total of **\$1,855,115**

For General Fund.....\$1,798,255.00
 In Lieu of Taxes\$56,860.00
 For Delinquent Water Rents, Charges, & Interest\$0.00
 For Delinquent Sewer Rents, Charges, & Interest.....\$0.00
 For Miscellaneous General Fund Accounts Receivable.....\$0.00

For Miscellaneous Water Fund Accounts Receivable	\$0.00
For Miscellaneous Sewer Fund Accounts Receivable	\$0.00
For Tax Rebate	\$0.00
Total Real Property Taxes & Other Charges on Roll.....	\$1,855,115

YOU ARE FURTHER COMMANDED to receive and collect such sums without additional charge between June 1, 2020 and July 1, 2020, both inclusive; and thereafter to collect with such of the sums as have not been theretofore collected, an additional charge of five percent (5%) between July 2, 2020 and July 31, 2020 and an additional one percent (1%) for each month thereafter. No payments shall be accepted after October 31, 2020. Unpaid taxes will be re-levied January 1, 2021 by Wyoming County with an additional seven percent (7%).

YOU ARE FURTHER COMMANDED to collect the unpaid taxes, with interest as herein provided, and to impose a charge of \$2.00 to offset the expense of mailing notices of unpaid taxes.

YOU ARE FURTHER COMMANDED to return the tax roll and warrant on or before November 1, 2020, and at the same time deliver an account of the unpaid taxes to the Board of Trustees. The account must describe each parcel of real property upon which taxes are unpaid, the person(s) whose name the property is assessed, and the amount of unpaid tax.

YOU ARE FURTHER COMMANDED to publish a notice in the Arcade Herald newspaper, once a week for two (2) successive weeks, stating that the tax roll and warrant have been delivered to you for the collection of the taxes levied on such roll. The notice must designate that taxes will be collected at the Village of Arcade Office, 17 Church Street, Arcade NY from June 1 to an including July 1 from 7:00am to 4:00pm, except Saturdays, Sundays, and holidays. The notice must state the interest required to be added after July 1 as herein provided.

IN WITNESS WHEREOF: The Village of Arcade Board of Trustees has caused this tax warrant to be signed by its Mayor and Clerk/Treasurer of the said Village and the seal of the Village hereby be affixed, May 19, 2020.

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		

AUTHORIZE FISCAL YEAR END BUDGET ADJUSTMENTS

Motion by Mayor May and seconded by Trustee Schiener the following resolution was offered and approved:

RESOLUTION

WHEREAS, it is required that all accounting ledgers be in compliance with the New York State Comptroller's Accounting Standards and Guidelines, and

WHEREAS, it may be deemed necessary to complete Generally Accepted Accounting Procedures to bring the 2019-2020 ledgers into balance for the purpose of closing the Village of Arcade Financial Records, and

WHEREAS, no procedures will be executed with this Resolution prior to May 31, 2020 and,

NOW, THEREFORE, BE IT RESOLVED, that permission be and is hereby granted to the Clerk Treasurer to complete the necessary accounting procedures to bring all ledgers into balance.

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		

CSEA POLICE DEPARTMENT CONTRACT SIGNATURE PAGE

Motion by Mayor May and seconded by Trustee Koerner to authorize the signing of the proposed contract between the Village of Arcade and the CSEA, Local 1000 AFSCME, AFL-CIO, Village of Arcade Police Unit #9252-01, Wyoming County Local 861. The contract will cover the period of June 1, 2020 through May 31, 2025.

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		

SCHEDULE COURT AUDIT

Mayor May will schedule the court audit.

USE OF FIRE HALL

The Wyoming County Board of Elections has requested use of the fire hall for elections on June 23, 2020. The Board requested the Clerk to contact the Board of Elections to get clarification regarding the cleaning of the fire hall and social distancing guidelines.

STANDARD WORK DAY RESOLUTION

Motion by Trustee McGarvey and seconded by Trustee Koerner to accept the following resolution.

RESOLUTION

BE IT RESOLVED, that the Village of Arcade, Location code 40120, hereby establishes the following as standard work days for its employee and will report days worked to the New York State and Local Employees Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

TITLE	STANDARD WORK DAY (HRS)
Zoning Officer	6

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		

SALARIED EMPLOYEES PAY RAISES

Motion by Trustee McGarvey and seconded by Trustee Rule to authorize the following salary increases for the administrative personnel effective 6/1/2020.

EMPLOYEE	CURRENT HOURLY RATE	RATE INCREASE
Chief Biscaro	\$37.49	3% = \$ 38.617
SPW Kilburn	\$45.75	3% = \$ 47.126
Clerk/Treasure Kraft	\$27.22	3% = \$ 28.040
Deputy C/T Karpinski	\$24.88	3% = \$ 25.632

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		

FY 2019-2020 BUDGET ADJUSTMENTS

Motion by Trustee Rule 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	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 Trustee McGarvey and seconded by Trustee Koerner, contingent on Board members reviewing the documents, the Village bills be audited and paid in the amount of \$604,074.20 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		

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 7:59 pm upon motion by Mayor May and seconded by Trustee Schiener.

Clerk/Treasurer

5-18-2020 3:07 PM

BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00400-BUDGET ADJ BOARD 5/19/2020

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE

Budget Adj. # 000941							
005 5-8310-200-2000	5/19/2020	BUDGET ADJ BOARD EQUIPMENT DEPT: WATER ADMINISTRATION	2,000.00-	9,000.00	2,500.00-	4,500.00	4,390.55
005 5-8310-400-4190	5/19/2020	BUDGET ADJ BOARD DUES & SUBSCRIPTIONS DEPT: WATER ADMINISTRATION	2,000.00	1,000.00	220.00	3,220.00	910.00
006 5-8130-400-4690	5/19/2020	BUDGET ADJ BOARD MATERIALS/SUPPLIES/MAINT DEPT: SEWAGE TREATMENT	3,200.00-	15,000.00	1,500.00-	10,300.00	3,744.74
006 5-8120-400-4610	5/19/2020	BUDGET ADJ BOARD SEWER PIPE MAINTENANCE DEPT: SANITARY SEWERS	3,200.00	0.00	0.00	3,200.00	4.21
006 5-9010-800-8000	5/19/2020	BUDGET ADJ BOARD STATE RETIREMENT SYSTEM DEPT: RETIREMENT	1,000.00-	28,600.00	0.00	27,600.00	3,707.84
006 5-9030-800-8000	5/19/2020	BUDGET ADJ BOARD CONT EXP- SOCIAL SECURITY DEPT: SOCIAL SECURITY	1,000.00	13,300.00	0.00	14,300.00	152.79-
005 5-9010-800-8000	5/19/2020	BUDGET ADJ BOARD STATE RETIREMENT SYSTEM DEPT: RETIREMENT	3,700.00-	36,300.00	0.00	32,600.00	719.35
006 5-8130-400-4550	5/19/2020	BUDGET ADJ BOARD SLUDGE DEPT: SEWAGE TREATMENT	3,700.00	10,000.00	2,000.00	18,400.00	5,188.66
006 5-9040-800-8000	5/19/2020	BUDGET ADJ BOARD CONT EXP-WORKMENS COMP DEPT: WORKERS COMP	2,700.00-	11,000.00	0.00	8,300.00	33.36
006 5-8130-400-4550	5/19/2020	BUDGET ADJ BOARD SLUDGE DEPT: SEWAGE TREATMENT	2,700.00	10,000.00	2,000.00	18,400.00	5,188.66
006 5-8130-200-2000	5/19/2020	BUDGET ADJ BOARD EQUIPMENT DEPT: SEWAGE TREATMENT	30,580.00-	70,000.00	9,200.00-	30,220.00	3,116.00
006 5-8130-400-4270	5/19/2020	BUDGET ADJ BOARD UTILITIES DEPT: SEWAGE TREATMENT	30,580.00	40,000.00	0.00	70,580.00	1,955.23
007 5-0781-200-4220	5/19/2020	BUDGET ADJ BOARD CONSULTANTS DEPT: GENERAL ADMINISTRATIVE	32,600.00-	60,000.00	0.00	27,400.00	99.94

5-18-2020 3:07 PM

BUDGET ADJUSTMENT REGISTER

PAGE: 2

PACKET: 00400-BUDGET ADJ BOARD 5/19/2020

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE

Budget Adj. # 000941							
007 5-0741-222-4220	5/19/2020	BUDGET ADJ BOARD CONSULTANTS DEPT: DISTRIBUTION SYSTEM	32,600.00	2,000.00	0.00	34,600.00	16,360.39-
TOTAL IN PACKET--						0.00	

*** BUDGET DEFICIT WARNINGS ***

FUND ACCOUNT	NAME	BALANCE
006 5-9030-800-8000	CONT EXP-SOCIAL SECURITY	152.79-
007 5-0741-222-4220	CONSULTANTS	16,360.39-

TOTAL WARNINGS: 2

*** NO ERRORS ***

*** END OF REPORT ***

VENDOR	AMOUNT	VENDOR	AMOUNT
21ST CENTURY ELECTRONICS	\$ 54.98	MERRITT, MATTHEW	\$ 100.00
ABBOTT ANSWERING 581 LLC	\$ 145.20	MUNICIPAL EMERGENCY SERVICES I	\$ 749.88
ACTIVE IT DESIGN, LLC	\$ 3,468.70	NATIONAL FUEL	\$ 1,424.76
AIRGAS, INC	\$ 39.10	NATIONAL GRID	\$ 81,994.37
ARCADE FREE LIBRARY	\$ 4,500.00	NEW HORIZON COMMUNICATIONS COR	\$ 739.98
ARCADE HISTORICAL SOCIETY	\$ 375.00	NEW YORK POWER AUTHORITY	\$ 184,387.26
ARCADE LUMBER & MILLWORK	\$ 1,331.65	NEW YORK STATE DEFERRED COMPEN	\$ 3,332.58
ATTICA AUTO SUPPLY	\$ 3.14	NOCO ENERGY CORP	\$ 922.55
AUTOMOTIVE ALLEY INC	\$ 658.58	NYMPA	\$ 254,422.02
BATES, SCOTT	\$ 45.00	NYS CHILD SPRT PROCESSING	\$ 500.46
BUJHOUWER, PAUL	\$ 150.00	NYS INCOME TAX	\$ 3,768.26
BLISS, TRACY	\$ 45.00	NYS LINEMANS SAFETY TRAINING F	\$ 1,805.00
CALVARY SECURITY SERVICES LLC	\$ 330.00	OFFICE OF STATE COMPTROLLER	\$ 5,169.75
CHEMICAL DISTRIBUTORS INC	\$ 1,930.50	OPFERBECK, AMY	\$ 40.00
CINTAS CORPORATION #782	\$ 78.45	OSEA INC	\$ 900.00
CONNOR, FRANCIS S.	\$ 96.00	PIONEER FORD INC.	\$ 605.24
CORE & MAIN LP	\$ 3,659.76	PLM	\$ 2,590.00
COUNTRY LINE ELECTRICAL DISTRI	\$ 10,862.70	PUBLIC SAFETY CENTER INC.	\$ 592.95
CSEA	\$ 755.12	QEI LLC	\$ 5,880.00
CSEA POLICE UNIT	\$ 167.42	R.C. FIRE EQUIPMENT INC.	\$ 107.63
CURR A/C ELECTRIC	\$ 6,863.37	SATCHELL, JASON M	\$ 45.00
CURR A/C SEWER	\$ 136.79	SCHNITZLER, ANDREW	\$ 160.00
CURR A/C WATER	\$ 2,135.62	SECURITY INVESTORS GROUP INC	\$ 731.95
DE LAGE LANDEN FINANCIAL SERVI	\$ 99.00	SHARP ELECTRONICS CORPORATION	\$ 99.49
DRENNAN, JACE	\$ 45.00	SMITH, BRIAN	\$ 100.00
FORBES COURT REPORTING SERVICE	\$ 146.67	SOUTHERN TIER ELECTRIC SUPPLY	\$ 206.76
GEORGE, JASON	\$ 45.00	SS DIESEL & AUTO LLC	\$ 26.00
GEORGE, KRYSTAL	\$ 50.00	STANGTEK SERVICES LLC	\$ 1,641.10
GRAINGER	\$ 103.83	STAPLES CONTRACT & COMMERCIAL,	\$ 304.64
H. SICHERMAN & COMPANY, INC	\$ 4,649.26	SUTTELL, DONALD	\$ 40.00
HAMBURG OVERHEAD DOOR INC	\$ 885.00	TIFCO INDUSTRIES INC	\$ 149.95
HODGSON RUSS LLP	\$ 1,677.50	TIME WARNER CABLE	\$ 121.97
IEEP, INC	\$ 14,502.14	TRI-COUNTY SUPPLY INC	\$ 90.05
IRS - FEDERAL PAYROLL TAX PAYME	\$ 20,345.42	UHTEG, TIM	\$ 45.00
JIM'S EQUIPMENT REPAIR INC	\$ 158.19	VALLANCE, JEAN	\$ 100.00
KOSMERL, RICHARD	\$ 160.00	VILLAGE OF ARCADE	\$ 90.00
L.R. BRASS INC. ARCADE MARKET	\$ 12.96	WARD & KUTZUBA	\$ 547.00
LAIRD, DAN	\$ 15.00	WASTE MANAGEMENT OF NEW YORK L	\$ 2,875.75
LEXISNEXIS RISK DATA MGMT INC	\$ 150.00	WNY BUS PARTS, INC	\$ 316.84
LINDSLEY, BRANDON	\$ 45.00	WYOMING CO DSS	\$ 89.57
LINEMENS SUPPLY INC	\$ 131.50	WYOMING COUNTY DEPT OF HEALTH	\$ 64.00
MASON, JEFFREY	\$ 150.00	ZIMMER AUTO PARTS & SALES INC	\$ 141.08
MCKESSON MEDICAL-SURGICAL GOV'	\$ 451.81	ZUECH'S ENVIRONMENTAL SRVCS IN	\$ 400.00
COLUMN TOTAL	\$ 81,655.36	COLUMN TOTAL	\$ 558,418.84
		GRAND TOTAL	\$ 640,074.20