

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Tuesday, July 6, 2021 at 7:00 pm there were:

**PRESENT**

Mayor Donna Schiener, Trustee Ken Rule, Trustee Andrew Koerner, Trustee Elwyn Roll, Trustee Eric Szucs, Superintendent of Public Works Larry Kilburn, Police Chief Matt Krist, Deputy Clerk/Treasurer Michelle Karpinski.

**ABSENT**

Clerk/Treasurer Jennifer Kraft

**ALSO PRESENT**

Todd Wittmeyer, Chris Lester

**PLEDGE OF ALLEGIANCE**

Mayor Schiener opened the meeting with the Pledge of Allegiance.

**APPROVE MINUTES**

Motion by Trustee Eric Szucs and seconded by Trustee Koerner, the minutes from the regular meeting held on June 15, 2021, be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**AUTHORIZATION TO HIRE TWO PART TIME OFFICERS**

Motion by Trustee Koerner and seconded by Trustee Roll to authorize Chief Krist to hire Brent Nourse and Tanner Till to the open part-time officer positions, effective July 7,2021 at an hourly rate of \$20.63 in accordance with the CSEA, Local 1000 AFSCME, AFL- CIO, Village of Arcade Police Unit #9252-01, Wyoming County Local 861.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>				<b>FAIL</b>		

**AUTHORIZE ADOPTION 2021 WYOMING COUNTY HAZARD MITIGATION PLAN**

Motion by Trustee Szucs and seconded by Trustee Roll to authorize the following resolution:

**RESOLUTION**

**WHEREAS**, all jurisdictions within Wyoming County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

**WHEREAS**; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

**WHEREAS;** a coalition of Wyoming County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Wyoming County; and

**WHEREAS,** the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Arcade:

- 1) Adopts in its entirety, the 2021 Wyoming County Hazard Mitigation Plan (the “Plan”) as the jurisdiction’s Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Planning Partnership as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**AUTHORIZE MAYOR TO SIGN COVERALL AGREEMENT (PARK CABIN)**

Motion by Trustee Koerner and seconded by Trustee Rule to authorize the Mayor to sign the Service Agreement between the Village of Arcade and Coverall for cleaning services at the Park Cabin. The services will include cleaning once a week at a cost of \$215 per month.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**AUTHORIZE SPW TO SIGN AMERICAN RESCUE PLAN (ARPA) DOCUMENTS**

Motion by Trustee Roll and seconded by Trustee Rule to authorize the following resolution:

**RESOLUTION**

**WHEREAS**, the American Rescue Plan Act of 2021 (ARPA) has appropriated \$19.53 billion to States for distribution to non-entitlement units of local government (NEU), which are governments typically serving populations under 50,000, and

**WHEREAS**, the Village of Arcade is a NEU government and qualifies for funding, and

**WHEREAS**, the first round of documents for said funding must be submitted by July 9, 2021

**NOW THEREFORE BE IT RESOLVED**, Superintendent of Public Works Larry Kilburn be authorized to sign all documents related to this funding.

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**BACKHOE DISCUSSION**

SPW Kilburn brought it to the Board’s attention the ongoing issues with the backhoe the Water department purchased last year from Romance’s. He discussed the number of hours the backhoe has been unavailable either due to repairs being done or unavailable due to breakdowns, while it sits waiting for repairs. The Board asked SPW Kilburn to get ahold of the Dealership and Manufacturer to rectify the situation.

**DEC COMPOSTING GRANT**

SPW Kilburn updated the Board on the DEC Composting Grant that was applied for in 2017.

**AUTHORIZATION TO DESTROY RECORDS**

Motion by Trustee Szucs and seconded by Trustee Roll to authorize Clerk Treasurer Kraft to destroy the following records in accordance with NYS LGS-1:

<b>DESCRIPTION</b>	<b>RETENTION</b>	<b>BOX #</b>
Checks (remote deposit) 7/2020, 10/2020, 11/2020, 12/2020	6 months	n/a

The motion was passed upon the following vote:

<b>VOTE</b>								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner	X	Yes		No		Abstain		Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**CANCELLATION OF DEBT**

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

NAME	ACCOUNT NUMBER	AMOUNT	REASON
Sylvia Dreilling	13-16700-02-0	\$ 466.16	Past Statute
Mary Hobson	09-22100-04-0	\$ 260.71	Past Statute
Asha Kiff	14-18000-12-0	\$ 790.49	Past Statute
Amy Nickerson	10-13100-14-0	\$ 320.20	Past Statute
Jorge Santiago	16-26000-01-0	\$ 61.12	Past Statute
TOTAL		\$ 1,898.68	

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**FY 2020-21 BUDGET ADJUSTMENTS/AMENDMENTS**

A copy of the budget adjustments/amendments that were previously authorized by the Board was given out.

**AUDIT BILLS**

Motion by Trustee Rule and seconded by Trustee Roll, the Village bills be audited and paid in the amount of \$665,323.27 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:

<b>VOTE</b>									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**DECLARE EQUIPMENT SURPLUS/AUTHORIZATION TO SELL**

Motion by Trustee Koerner and seconded by Trustee Roll to declare the air compressor #56, as surplus and as such to sell at auction.

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**EXECUTIVE SESSION**

Motion by Trustee Koerner and seconded by Trustee Rule, the Board enter into executive session to discuss the following topic(s) at 7:50pm:

- Employment history of a particular employee

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

Motion by Trustee Roll and seconded by Trustee Szucs, the Board exit executive session at 8:16pm.

The motion was passed upon the following vote:

<b>VOTE</b>									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner	X	Yes		No		Abstain		Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	5	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**REPORTS RECEIVED**

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

- Budget Adjustments/Amendments

**ADJOURN**

There being no further business to come before the Board the meeting duly adjourned at 8:25 pm upon motion by Trustee Rule and seconded by Trustee Roll .

---

Deputy Clerk/Treasurer

VENDOR	AMOUNT	VENDOR	AMOUNT
ACTIVE IT DESIGN, LLC	\$5,724.25	KOERNER, GILLIAN - PETTY CA	\$100.00
ACTIVE IT DESIGN, LLC	\$1,410.75	L&R ROLL-OFF, INC.	\$255.65
AFLAC NEW YORK	\$1,563.94	LINEMENS SUPPLY INC	\$3,422.40
ALL-PRO GUTTERS LLC	\$740.00	LOCOCO, MICHAEL	\$36.40
ALTEC INDUSTRIES INC	\$1,881.21	MAPLE GROVE ENTERPRISES	\$165.00
ARCADE HERALD	\$19.04	MATTHEW BENDER & CO INC.	\$66.50
ARCADE HERALD	\$74.69	MAZZA MECHANICAL SERVICES, INC	\$3,691.75
ARCADE POSTMASTER	\$1,837.24	MUNICIPAL SOLUTIONS, INC	\$772.32
ARCADE POSTMASTER	\$281.01	MUNICIPAL SOLUTIONS, INC	\$4,865.02
ARCADE TRAINING CENTER	\$105.00	NATIONAL FUEL	\$387.81
ASHCROFT, ADAM	\$22.50	NATIONAL GRID	\$85,933.30
ATTICA ACE HARDWARE	\$264.99	NEW YORK POWER AUTHORITY	\$185,796.29
AUTOMOTIVE ALLEY INC	\$1,344.18	NEW YORK STATE DEFERRED COMPEN	\$4,060.79
AUTOZONE	\$32.31	NEW YORK STATE DEFERRED COMPEN	\$4,036.39
AXON ENTERPRISE, INC	\$793.60	NGT CORPORATION	\$1,445.00
BAKER, CURTIS J	\$200.00	NOCO ENERGY CORP	\$2,602.75
BENEFLEX-ERIE	\$180.00	NYS & LOCAL RETIRE SYSTEM	\$4,914.97
BLACKBURN MANUFACTURING	\$301.50	NYS CHILD SPRT PROCESSING	\$500.46
BLUE COLLAR WORKWEAR	\$2,171.90	NYS CHILD SPRT PROCESSING	\$500.46
BLUE CROSS BLUE SHIELD OF WNY	\$36,319.58	NYS DEPARTMENT OF ENVIRONMENTA	\$160.00
C & G ELECTRICAL SUPPLY	\$16.75	NYS INCOME TAX	\$5,431.56
CINTAS CORPORATION #782	\$293.64	NYS INCOME TAX	\$5,228.64
CLARK PATTERSON LEE	\$500.00	NYS SALES TAX	\$13,727.84
CONNOR, FRANCIS S.	\$126.00	OSEA INC	\$300.00
CSEA	\$801.87	OUTSOURCE RECEIVABLES MGMT INC	\$280.00
CSEA	\$827.14	PLM	\$370.00
CSEA BENEFIT UNIT	\$67.92	QEI LLC	\$12,062.00
CSEA BENEFIT UNIT	\$932.58	QUADIENT LEASING USA LLC	\$159.63
CSEA POLICE UNIT	\$182.22	REGIONAL INTERNATIONAL CORP	\$207.00
CSEA POLICE UNIT	\$182.22	RENAISSANCE LIFE & HEALTH INSU	\$185.88
CYNCON EQUIPMENT INC	\$78,515.09	S & C ELECTRIC CO.	\$14,025.00
DANNY HEINEMAN & SONS INC	\$8.50	SHARP ELECTRONICS CORPORATION	\$99.49
DE LAGE LANDEN FINANCIAL SERVI	\$99.00	SIMAR, VICKI L.	\$263.76
DIVAL SAFETY EQUIPMENT	\$385.00	SOUTER, ROBERT A	\$1,925.00
EASTERN METAL OF ELMIRA, INC	\$936.62	SPENCER'S SPORTING GOODS	\$44.00
EDWARDS, KATE E	\$116.46	SS DIESEL & AUTO LLC	\$621.87
ENVIRONMENTAL FACILITIES	\$26,350.00	TIME WARNER CABLE	\$267.95
FLEET MAINTENANCE INC	\$63.16	TOMPKINS INSURANCE AGENCIES IN	\$46,370.41
FORBES COURT REPORTING SERVICE	\$178.75	TRACTOR SUPPLY CREDIT PLAN	\$448.90
GERNATT ASPHALT PRODUCTS, INC.	\$107.03	TRI-COUNTY SUPPLY INC	\$601.16
GRAINGER	\$1,732.10	UNITED STATES POSTAL SERVICE	\$1,500.00
GREENWOOD ECOLOGICS INC	\$4,750.00	UNITED UNIFORM CO INC	\$1,081.17
GUTHRIE HELI-ARC INC	\$1,895.84	UTZ TIRE SERVICE OF ARCADE, IN	\$166.00
HAMBURG OVERHEAD DOOR INC	\$5,162.00	VERIZON	\$140.52
HANES SUPPLY INC	\$540.38	VERIZON WIRELESS	\$593.90
HULL ELECTRIC, INC	\$31.82	VILLAGE OF ARCADE	\$165.00
IN. SITE: ARCHITECTURE, LLP	\$2,100.00	VILLAGE OF ARCADE	\$165.00
IRS - FEDERAL PAYROLL TAX PAYME	\$29,128.86	VILLAGE OF ARCADE	\$881.64
IRS - FEDERAL PAYROLL TAX PAYME	\$28,511.24	WARD & KUTZUBA	\$245.21
ITRON, INC.	\$1,362.16	WARD & KUTZUBA	\$364.79
JIM'S EQUIPMENT REPAIR INC	\$225.69	WASTE MANAGEMENT OF NEW YORK L	\$10,116.64
KEY BANK	\$1,001.12	WILLEY WELL DRILLING INC	\$85.00
KEYSTONE NOVELTIES	\$200.00	WNY BUS PARTS, INC	\$98.15
<b>COLUMN TOTAL</b>	<b>\$242,598.85</b>	WYOMING CO DSS	\$788.05
		<b>COLUMN TOTAL</b>	<b>\$422,724.42</b>
		<b>GRAND TOTAL</b>	<b>\$665,323.27</b>