

The regular meeting of the Village of Arcade (VOA) Board of Trustees, Wyoming County, New York was held on Monday, March 14, 2022, at 7:00 pm there were:

PRESENT

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

ABSENT

Trustee Eric Szucs, Trustee Andrew Koerner

ALSO PRESENT

Jeff Mason

PLEDGE OF ALLEGIANCE

Mayor Schiener opened the meeting with the Pledge of Allegiance.

APPROVE MINUTES

Motion by Trustee Roll and seconded by Trustee Rule, the minutes from the regular meeting held on March 1, 2022, be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

APPROVE MINUTES

Motion by Trustee Rule and seconded by Trustee Roll, the minutes from the public hearing and budget work session held on March 8, 2022, be approved as presented by Clerk/Treasurer Kraft.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

RESOLUTION – MEUA SEMIANNUAL MEETING

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

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 semiannual conference of the MEUA has been called on April 12, and April 13, 2022, to be held at, Embassy Suites by Hilton Destiny USA, 311 Hiawatha Blvd. West, Syracuse NY 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 Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	3	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

AWARD STRATEGIC BUSINESS PLAN BID

The following proposals were received for the Strategic Business Plan:

VENDOR	AMOUNT
4Ward Planning w/ Barton & Loguidice 41 Madison Ave. 25 th and 31 st Floors New York NY 10010	\$70,000
In-site-Architecture & MRB Group 2 Borden Avenue Perry NY 14530	\$70,000
JS&A in collaboration w/Roxanne Kise Consulting, LLC 1701 Rhode Island Avenue NW, Office 02-104 Washington DC 20036	\$69,830
Camoin Associates & CPL PO Box 3547 Saratoga Springs NY 12866	\$69,995

After review by Mayor Schiener, Trustee Szucs, Clerk Treasurer Kraft, SPW Kilburn and James Bragg, Senior Planner of Wyoming County Planning & Development, it was recommended by SPW Kilburn to award the proposal to In-site-Architecture firm and MRB Group.

Motion by Trustee Rule and seconded by Trustee Roll to award the Strategic Business Plan proposal to In-site-Architecture firm and MRB Group.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	3	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

SCHEDULE PUBLIC HEARING

Motion by Trustee Roll and seconded by Trustee Rule to schedule the public hearing, to hear comments from the public regarding the proposed budgets, on Tuesday, April 5, 2022, at 7:00 pm. The meeting will be held in person at the VOA Board Room.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS					FAIL	

SCHEDULE PUBLIC HEARING

Motion by Trustee Rule and seconded by Trustee Roll to schedule the public hearing, to hear comments from the public regarding the proposed Water rate increase, on Tuesday, April 5, 2022, at 7:00 pm. The meeting will be held in person at the VOA Board Room.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS					FAIL	

AUTHORIZATION TO DESTROY RECORDS

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

DESCRIPTION	RETENTION	BOX #
Deposited Checks 7/2021 and 8/2021	6 months	
Fuel Tickets Jan – Dec 2015	6 years	
Employee Folders (Scanned to Filebound) B Nourse, S Schmitter, E Davis	0 after scanned	

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS					FAIL	

FY 2021-2022 BUDGET AMENDMENT

Motion by Trustee Rule and seconded by Trustee Roll, the FY 2021-2022 budget be amended as a funds were received from Wyoming County for the Stop DWI program in the amount of \$3, 832.95. See Attached.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

TYLER TECHNOLOGY UPDATE

Motion by Trustee Roll and seconded by Trustee Rule to authorize Clerk Treasurer Kraft to move forward with the implementation of the module in the Tyler Technology software that will allow for the emailing of utility bills and the ability for customers to view their account online. There is an annual maintenance fee of \$963 for this software.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

AUDIT BILLS

Motion by Trustee Roll and seconded by Trustee Rule, the Village bills be audited and paid in the amount of \$712,694.12 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 Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

PROPOSED AGREEMENT WITH TOWN OF ARCADE

Motion by Mayor Schiener and seconded by Trustee Roll to propose an agreement with the Town of Arcade to evenly split the cost of \$6,000, which is currently paid to the Historical Society for storage of records for both the Town and the Village. The proposal would require the records be maintained at the Historical Society building located at 15 Liberty Street, Arcade. Each party will pay the sum of \$3,000.

The motion was passed upon the following vote:

VOTE								
Mayor Donna Schiener	X	Yes		No		Abstain		Absent
Trustee Andy Koerner		Yes		No		Abstain	X	Absent
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent
Trustee Ken Rule	X	Yes		No		Abstain		Absent
Trustee Eric Szucs		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	3	Yes	0	No	0	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

EXECUTIVE SESSION

Motion by Trustee Rule and seconded by Trustee Roll, the Board enter into executive session to discuss the following topic(s) at 7:31 pm:

Employment history of a particular employee

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	3	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

Motion by Trustee Rule and seconded by Trustee Roll, the Board exit executive session at 8:21 pm.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	3	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

AUTHORIZATION TO SIGN MEMORANDUM OF AGREEMENT

Motion by Trustee Roll and seconded by Trustee Rule to authorize the Mayor to sign the Memorandum of Agreement (MOA) between the Village of Arcade and the CSEA, Local 100, AFSCME, AFL-CIO, Police Unit #9252-01, Wyoming County Local 861. The MOA allows Officer Michael Lococo to receive a stipend of \$1.00 per hour over his base rate in recognition of his advanced certifications. This pay will be retroactive to June 1, 2021.

The motion was passed upon the following vote:

VOTE									
Mayor Donna Schiener	X	Yes		No		Abstain		Absent	
Trustee Andy Koerner		Yes		No		Abstain	X	Absent	
Trustee Elwyn Roll	X	Yes		No		Abstain		Absent	
Trustee Ken Rule	X	Yes		No		Abstain		Absent	
Trustee Eric Szucs		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	3	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

REPORTS RECEIVED

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

- Budget Amendment

ADJOURN

There being no further business to come before the Board the meeting duly adjourned at 8:24 pm upon motion by Trustee Rule and seconded by Trustee Roll.

Clerk/Treasurer

3-15-2022 9:48 AM
 PACKET: 00459-BUDGET AMEND PD GRANT
 BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

PAGE: 1

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

001 5-3120-101-1005	3/03/2022	BUDGET AMEND PD GRA DWI PROJECT 168 DEPT: POLICE DEPARTMENT	2,890.95	0.00	1,840.12	4,731.07	272.42-
001 5-3120-200-2000	3/15/2022	BUDGET AMEND PD GRA EQUIPMENT DEPT: POLICE DEPARTMENT	762.00	6,000.00	4,096.30	10,858.30	9,857.02
001 5-3120-401-4000	3/03/2022	BUDGET AMEND PD GRA DWI EXP PROJECT 168 DEPT: POLICE DEPARTMENT	180.00	0.00	0.00	180.00	0.00
001 4-3389-0100	3/03/2022	BUDGET AMEND PD GRA ST AID: OTHER PUBLIC SAFETY PACKET NOTES: REC'D STOP DWI GRANT PROCEEDS FOR LABOR AND EQUIPMENT. JMK	3,832.95	0.00	3,250.00	7,082.95-	0.00
					TOTAL NO. ADJUSTMENTS--REVENUE:	1	3,832.95
					TOTAL NO. ADJUSTMENTS--EXPENSE:	3	3,832.95
					TOTAL IN PACKET--		7,665.90

*** BUDGET DEFICIT WARNINGS ***

FUND ACCOUNT	NAME	BALANCE
001 5-3120-101-1005	DWI PROJECT 168	272.42-

TOTAL WARNINGS: 1

*** NO ERRORS ***

*** END OF REPORT ***

VENDOR	AMOUNT	VENDOR	AMOUNT
ABBOTT ANSWERING 581 LLC	\$ 150.85	IRS - FEDERAL PAYROLL TAX PAYME	\$ 25,909.01
ACTIVE IT DESIGN, LLC	\$ 3,826.25	IRS - FEDERAL PAYROLL TAX PAYME	\$ 12.96
AIRGAS, INC	\$ 448.50	IRS - FEDERAL PAYROLL TAX PAYME	\$ 4,227.96
ALTEC INDUSTRIES INC	\$ 412.60	IRS - FEDERAL PAYROLL TAX PAYME	\$ 940.18
ARCADE HERALD	\$ 146.18	JIM'S EQUIPMENT REPAIR INC	\$ 1,104.02
ARCADE LUMBER & MILLWORK	\$ 7,733.61	JOHN SIXT & SON, INC.	\$ 113.89
ARCADE POSTMASTER	\$ 1,981.23	L.R. BRASS INC. ARCADE MARKET	\$ 114.07
ARCADE POSTMASTER	\$ 279.84	LEXISNEXIS RISK DATA MGMT INC	\$ 150.00
ARCADE POSTMASTER	\$ 265.00	LORMAN EDUCATION SERVICES	\$ 489.30
C & G ELECTRICAL SUPPLY	\$ 59.00	MAPLE GROVE ENTERPRISES	\$ 235.50
CATT CO DSS	\$ 486.54	MARCOS PIZZA & SUBS	\$ 37.55
CINTAS CORPORATION #782	\$ 193.62	MCKESSON MEDICAL-SURGICAL GOV'	\$ 55.39
CSEA	\$ 852.82	MEUA - MUNICIPAL ELECTRIC UTIL	\$ 160.00
CSEA POLICE UNIT	\$ 226.08	NEW HORIZON COMMUNICATIONS COR	\$ 747.06
CURR A/C ELECTRIC	\$ 9,967.23	NEW YORK STATE DEFERRED COMPEN	\$ 4,457.21
CURR A/C SEWER	\$ 156.59	NEW YORK STATE DEFERRED COMPEN	\$ 25,519.76
CURR A/C WATER	\$ 2,378.49	NGT CORPORATION	\$ 1,595.00
DANNY HEINEMAN & SONS INC	\$ 165.00	NYMPA	\$ 512,931.00
DIVAL SAFETY EQUIPMENT	\$ 2,065.00	NYS CHILD SPRT PROCESSING	\$ 500.46
FLEET MAINTENANCE INC	\$ 69.30	NYS INCOME TAX	\$ 4,720.18
FLUID KINETICS, INC.	\$ 5,818.00	NYS INCOME TAX	\$ 294.90
FORBES COURT REPORTING SERVICE	\$ 146.67	R.C. FIRE EQUIPMENT INC.	\$ 18,551.26
FORMS IN A WINK	\$ 589.53	RLP HOLDINGS INC	\$ 1,470.00
GENUINE PARTS COMPANY	\$ 262.96	SECURITY INVESTORS GROUP INC	\$ 919.85
GERNATT ASPHALT PRODUCTS, INC.	\$ 101.00	SHARP ELECTRONICS CORPORATION	\$ 99.49
GOTTOGO ELECTRIC INC	\$ 3,036.00	SOUTHERN TIER ELECTRIC SUPPLY	\$ 119.00
GRAINGER	\$ 39.69	SOUTHWORTH-MILTON INC.	\$ 32,453.00
GRAYBAR ELECTRIC CO.	\$ 343.45	STAPLES CONTRACT & COMMERCIAL,	\$ 344.23
HAMBURG OVERHEAD DOOR INC	\$ 4,142.00	TECH PRODUCTS INC.	\$ 151.76
HODGSON RUSS LLP	\$ 32.00	VILLAGE OF ARCADE	\$ 265.00
HULL ELECTRIC, INC	\$ 619.22	VOLLAND ELECTRIC EQUIP CORP	\$ 469.53
IEEP, INC	\$ 18,084.04	WASTE MANAGEMENT OF NEW YORK L	\$ 212.56
IN. SITE: ARCHITECTURE, LLP	\$ 7,791.50	WYOMING COUNTY CLERK	\$ 60.00
COLUMN TOTAL	\$ 72,869.79	ZIMMER AUTO PARTS & SALES INC	\$ 393.25
		COLUMN TOTAL	\$ 639,824.33
		GRAND TOTAL	\$ 712,694.12