

MINUTES OF THE MEETING OF THE TOWN BOARD

TOWN OF SANDY CREEK
1992 HARWOOD DRIVE, PO BOX 52
SANDY CREEK, NEW YORK 13145-0052

Date: October 1, 2025

Type of Meeting: Special Budget Meeting

Place: Sandy Creek Town Hall

Board Members Present: Timothy D. Ridgeway, Town Supervisor
Ruth E. Scheppard, Town Council Member (in at 6:15pm)
John W. Wood Jr., Town Council Member
Nola J. Gove, Town Council Member
A. Dave Warner, Town Council Member

Others Present: Meg Sprague, Jimmy Sprague (out @6:55PM), Ron Fisher, Mike Kastler, and Brittany Washburn.

CALL TO ORDER: Town Supervisor Timothy D. Ridgeway called the meeting to order at 5:30 pm. The purpose of this meeting is to begin discussing the 2026 Budget and any other matters that are brought to the Town Board.

Town Supervisor Ridgeway began by discussing the need for a Bond Anticipation Note (BAN) for the Skinner Road project but decided to wait to discuss this matter later in the meeting once Council Member Scheppard arrived. Town Supervisor Ridgeway then turned the meeting over to Bookkeeper Meg Sprague.

Mrs. Sprague explained that we may need to draw up a local law to override the tax levy limit.

Bookkeeper Sprague then began discussing the A fund for the 2026 budget. Meg anticipates a fund balance of approximately \$171,303.36 at the end of the year. Meg went on to discuss each line item in the A fund. Salary increases are at 4%. The judges' salaries are now merged into one line instead of two separate lines. Meg would like to delete line A1380.4 for ARPA, as there is no need for it anymore.

Town Clerk Brittany Washburn explained the budget lines for her Town Clerk department. There is an increase for the Deputy Clerk line because the Town Clerk would like to increase the Deputy from four days per week to five days. This would bring the Deputy Clerk to full-time salary pay with health insurance benefits. Council Member Gove agreed that if that is what the Town Clerk needs then she had no problem with the increase. No other comments were made regarding this increase.

Michael Kastler suggested reducing the Town Hall Building Contractual A1620.4 to \$20,000.
Bookkeeper Sprague plans to reduce the Dog Control Contractual A3510.4 back down to \$500.
Michael Kastler suggested using funds in the future to purchase new lawn mowing equipment.

Bookkeeper Sprague then discussed medical insurance. The totals listed do reflect adding the Deputy Clerk benefits. However, she has not figured in the insurance amounts for retirees. Mrs. Sprague wanted clarification on the percentage amount that retirees must pay for their health insurance benefits. Town Clerk Washburn checked to see what the percentages were agreed upon by the board at a previous meeting. Per the special meeting minutes from May 27, 2025, "Option 1: The retiree must have 25 years of service to the Town, must be at least age 55, must pay 20% of their insurance premium, no spousal benefits will be provided, and coverage ends at age 65. Option 2: The retiree must have 20 years of service to the Town, must be at least age 55, must pay 35% of their insurance premium, no spousal benefits will be provided, and coverage ends at age 65. Current retirees will keep their coverage until December 31, 2025. The new options listed above will take effect January 1, 2026." Mrs. Sprague will recalculate the totals for this line item based on the above percentages. There was a suggestion for listing the retirees benefits separately in the budget so that we can see the breakdown more easily.

The B Fund was discussed next.

Code Enforcement Officer Sprague began by explaining a few items he would like to see increased in the B Fund. Mr. Sprague would like to increase budget line B8666.4 to \$30,000. There was a lengthy discussion regarding property cleanup.

Bookkeeper Sprague then discussed each line item in the B Fund. Mrs. Sprague anticipates that there will be around \$38,471.00 in fund balance at the end of the year. The B Fund struggles as there is not a ton of revenue in this fund.

The Town Board acknowledged a letter the town received from the Sandy Pond Channel Maintenance Association. SPCMA is requesting a total of \$90,000 for dredging next year. SPCMA would like the town to roll over \$40,000 from the existing 2025 Budget to the 2026 Budget with an additional \$50,000 added in 2026. There was a lengthy discussion regarding channel maintenance.

Mr. Sprague keeps a logbook with all calls he receives for the Town of Richland. He wanted to know if the Town of Sandy Creek requires this as well. Council Member Scheppard did not think that was necessary. Mr. Sprague would like to look into increasing fees in his office as they have been the same for a very long time. Increasing the fees in the Codes office would benefit the B Fund.

SPCMA was discussed again. Ron Fisher explained that regular dredging is needed for the channel. Council Member Wood suggested that the town needs a contract with SPCMA stating that Town funds must be used for dredging purposes only.

Mike Kastler suggested testing different scenarios with the budget to see what the Town can truly afford to do with the different budget lines in the B Fund.

Bookkeeper Sprague double checked with the board regarding 4% salary increases across the board, for all payroll lines, except for the Deputy Clerk line that will increase the salary to full time pay.

The Town needs to acquire a short-term BAN to cover the expenses for the Skinner Road Bridge Culvert Project. This will help cover upcoming costs as we wait for reimbursement.

RESOLUTION #92-25

At a meeting of the Town Board of the Town of Sandy Creek, New York in the County of Oswego and State of New York, on the 1st day of October, 2025:

Present: Timothy D. Ridgeway
Ruth E. Scheppard
Nola J. Gove
John W. Wood Jr.
A. Dave Warner

Absent: None

Timothy D. Ridgeway presented the following resolution and moved that it be adopted:

BOND RESOLUTION DATED OCTOBER 1, 2025 OF THE TOWN BOARD OF THE TOWN OF SANDY CREEK AUTHORIZING NOT TO EXCEED

\$400,000 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE THE CONSTRUCTION OF A REPLACEMENT BRIDGE, AT AN ESTIMATED MAXIMUM COST OF \$1,200,000, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF SANDY CREEK AS FOLLOWS:

Section 1. Pursuant to Article 8 of the Environmental Conservation Law of the State of New York, as amended, and the regulations of the Department of Environmental Conservation of the State of New York promulgated thereunder (collectively referred to hereinafter as “SEQRA”), the Town Board of the Town of Sandy Creek (the “Town”) hereby determines that the Purpose (as herein defined) is a Type II Action, and that no further action is required to satisfy the requirements of SEQRA.

Section 2. The Town is hereby authorized to (a) construct a replacement bridge commonly known as Skinner Road Bridge over Blind Creek within the Town, and (b) issue its serial general obligation bonds (the “Bonds”) in the aggregate principal amount of not to exceed \$400,000 pursuant to the Local Finance Law of New York in order to finance the class of objects or purposes described herein.

Section 3. The class of objects or purposes to be financed pursuant to this Resolution is construction of a replacement bridge commonly known as Skinner Road Bridge over Blind Creek within the Town, including costs incidental thereto (the “Purpose”).

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Board, is \$1,200,000, (b) the Town has previously authorized the payment of preliminary costs and expenses related the Purpose, and (c) the Town plans to finance the cost of the Purpose from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to, the expenditure of available funds of the Town and funds received from one or more federal and/or New York State grants.

Section 5. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 10 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is twenty (20) years. The proposed maturity of the Bonds authorized herein will **not** be in excess of five (5) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the Supervisor of the Town, the chief fiscal officer.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the Supervisor of the Town. The Supervisor of the Town is hereby authorized to sign and the Town Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and to affix to such Bonds and bond anticipation notes the corporate seal of the Town.

Section 8. The faith and credit of the Town of Sandy Creek, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year, to the extent the necessary funds are not provided from other sources. There shall be levied annually on all taxable real property in the Town, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable, to the extent the necessary funds are not provided from other sources.

Section 9. This Resolution shall constitute the Town’s “official intent”, to reimburse expenditures authorized by Section 3 with proceeds of the Bonds and notes, as required by United States Treasury Regulation

Section 1.150-2. The Town shall not reimburse itself from the proceeds of the Bonds or notes for any expenditures paid more than sixty days prior to the date hereof, unless specifically authorized by Section 1.150-2 of the Treasury Regulations.

Section 10. This Resolution, or a summary thereof, shall be published by the Town Clerk together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, and such publication shall be in each official newspaper of the Town. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. The firm Barclay Damon LLP is hereby appointed to serve as Bond Counsel to the Town in connection with the Bonds and notes herein authorized.

Section 13. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was seconded by Dave Warner and duly put to vote on a roll call, which resulted as follows:

Timothy D. Ridgeway, Supervisor	AYE
Ruth E. Scheppard, Councilperson	AYE
Nola J. Gove, Councilperson	AYE
John W. Wood Jr., Councilperson	AYE
Dave Warner, Councilperson	AYE

RESOLUTION #93-25 Motion made by John W. Wood Jr., and seconded by Dave Warner, the following resolution was **Adopted** with **5 Ayes** Ridgeway, Scheppard, Wood, Gove, and Warner
0 No

Resolved that the Town Board of the Town of Sandy Creek will hold a public hearing on the 8th day of October 2025, at 6:00pm at the Town Hall regarding proposed Local Law #1 of 2025, a local law to override the tax levy limit established in General Municipal Law.

A suggestion was made to put \$15,000 in line B8666.4 for Clearance, Demolition, Rehabilitation, to see how that would affect the B Fund budget. The board will discuss this at the next budget meeting.

Highway Superintendent Kastler is concerned that he cannot accurately budget for his highway payroll as the contract negotiations are still ongoing. He would like to have an idea of what the wage increase will be for the 2026 budget.

On motion made by Nola J. Gove and seconded by Ruth E. Scheppard, and carried unanimously, the meeting was adjourned at 7:04pm.

Respectfully submitted by,

Brittany M. Washburn
Town Clerk