**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:** December 29, 2021

**Kind of Meeting:** Special Meeting

**Place:** Sandy Creek Town Hall

**SC Board Members Present:** Nancy Ridgeway **Others Present:**

John W. Wood, Jr. Tammy L. Miller

Dave Warner Michael C. Kastler Ruth E. Scheppard @ 5:04 pm Anthony Young

Timothy D. Ridgeway

**Absent:** Nola J. Gove Jill Mattison @ 4:36 pm

**CALL TO ORDER:**

Supervisor Ridgeway called the special meeting to order at 4:31 pm. The purpose of this special year-end meeting was to pay bills and complete other business necessary for 2021.

Anthony Young was present to review the Short Environmental Assessment Form Part 1-Project Information for the Town of Sandy Creek Water District No. 1- Sunset Lane Water Project with the Town Board. Barton & Loguidice will send all letters to the interested and involved parties. Attorney Joe Russell is working on the easements necessary for this project. It is anticipated that this project will be completed by May or June 2022 and should cost under $100,000.

**RESOLUTION 100-21**

**On motion** made by Dave Warner, seconded by John W. Wood, Jr., the following resolution was

**ADOPTED** – 3 Ayes Ridgeway, Wood, Warner

0 No

2 Absent Scheppard, Gove

**Resolved** that the Town Board of the Town of Sandy Creek approves the following:

**Proposed Action: TOWN OF SANDY CREEK WATER DISTRICT NO. 1 - SUNSET LANE WATER PROJECT**

**RESOLUTION DECLARING THE INTENT OF THE TOWN OF SANDY CREEK TOWN COUNCIL**

**TO ACT AS LEAD AGENCY**

# WHEREAS, the Town of Sandy Creek is proposing the Water District No. 1 - Sunset Lane Water Project (Project), located in the Town of Sandy Creek, Oswego County, New York; and

**WHEREAS,** the Project has been classified as an “Unlisted Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.2(al); and

**WHEREAS,** it is the intent of the Town of Sandy Creek Town Council to assume the role of “Lead Agency” for purposes of conducting a SEQRA assessment of the Project; and

**WHEREAS,** Part I of a Short Environmental Assessment Form (SEAF) has been completed, reviewed by the Town of Sandy Creek Town Council, and will be circulated to all Involved and Interested Agencies for purposes of establishing the Town of Sandy Creek Town Council as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b).

# NOW, THEREFORE, BE IT

**RESOLVED AND DETERMINED,** that the Town of Sandy Creek Town Supervisor hereby is authorized to sign Part I of the SEAF (page 3); and it is further

**RESOLVED AND DETERMINED,** that the Town of Sandy Creek Town Council will send said Part I of the Short Environmental Assessment Form and associated site figure to the attached list of “Interested/Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under SEQRA; and it is further

**RESOLVED,** that the Town of Sandy Creek Town Supervisor, together with the Town of Sandy CreekAttorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

**TRANSFER OF FUNDS**

**RESOLUTION 101-21**

**On motion** by Nancy Ridgeway, seconded by Dave Warner, the following resolution was

**ADOPTED** - 3 Ayes Warner, Ridgeway, Wood

0 No

2 Absent Scheppard, Gove

**Resolved** that the Town Board of the Town of Sandy Creek authorizes the following transfers of funds:

**From Description To Description Amount**

A1460.4 Records Management Cont A1460.11 Records Management Clerk Payroll $ 172.00

A1620.42 Town Hall Utilities A1620.4 Town Hall Contractual $ 548.00

A7410.46 Library property A7410.4 Library Contractual $ 13.00

SW1-8346.4 Water Operator Contractual SW1-8310.4 Water Clerk Contractual $ 44.00

DA5130.2R Equipment Reserve DA230 Equipment Reserve Fund $60,000.00

The Town Board and Bookkeeper Mattison discussed the town’s healthy fund balances and reserve funding.

**RESOLUTION 102-21**

**On motion** by John W. Wood, Jr., seconded by Dave Warner, the following resolution was

**ADOPTED** - 3 Ayes Warner, Ridgeway, Wood

0 No

2 Absent Scheppard, Gove

**Resolved** that the Town Board of the Town of Sandy Creek approves moving $100,000 to the A fund reserve; $20,000 to the DA fund reserve; and $10,000 to the DB fund reserve.

Councilman Scheppard entered the meeting at 5:04 pm.

**RESOLUTION 103-21**

**On motion** made by Nancy Ridgeway, seconded by Ruth E. Scheppard, the following resolution was

**ADOPTED** – 4 Ayes Ridgeway, Wood, Scheppard, Warner

0 No

1 Absent Gove

**Resolved** that the Town Board of the Town of Sandy Creek approves the fire protection agreement with the Villages of Lacona and Sandy Creek for 2022.

**RESOLUTION 104-21**

**On motion** made by Nancy Ridgeway, seconded by Nola J. Gove, the following resolution was

**ADOPTED** – 4 Ayes Ridgeway, Wood, Scheppard, Warner

0 No

1 Absent Gove

**Resolved** that the Town Board of the Town of Sandy Creek approves the regular meeting schedule for 2022 to be published as a legal notice in the Watertown Daily Times.

**RESOLUTION 105-21**

**On motion** made by John W. Wood, Jr., seconded by Ruth E. Scheppard , the following resolution was

**ADOPTED** – 4 Ayes Ridgeway, Wood, Scheppard, Warner

0 No

1 Absent Gove

**Resolved** that all Town appointed officials will remain in their respective offices until the organizational meeting on January 12, 2022

The National Grid bill for the Town Barn has increased drastically this month.

**RESOLUTION 106-21**

On motion by Ruth E. Scheppard, seconded by John W. Wood, Jr., the following resolution was

ADOPTED - 4 Ayes Ridgeway, Wood, Scheppard, Warner

0 No

1 Absent Gove

**Resolved** that the bills be paid on Abstract #24 in the following amounts:

General Fund $ 17,747.06

Highway Fund $ 8,564.34

Water District#1-SW $ 284.36

Water District #2-SW $ 77.25

Water District #3-SW $ 160.44

Trust & Agency $ 22,404.62

Town Supervisor-elect Ridgeway discussed hiring his bookkeeper with the Town Board.

**On motion** by Nancy Ridgeway, seconded by Ruth E. Scheppard, and carried unanimously, the meeting was adjourned at 5:20 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk