**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:** January 8, 2020

**Kind of Meeting:** Organizational & Regular Meeting

**Place:** Town Hall

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

 Ruth E. Scheppard-left @9:37 Michael C. Kastler

 Nola J. Gove Tammy L. Miller

 John W. Wood, Jr. Rebekah Prosachik, Esq.

 Dave Warner Brittany M. Washburn

 Michael G. Yerdon

 Anthony Young, P.E.

 Brett McVoy

 Eric Pappa

 Wayne Miller

 Norma Newman-left @ 8:10 pm

 Jessica Godfrey

**CALL TO ORDER:**

Supervisor Nancy Ridgeway called the meeting to order at 7:01 pm with the Pledge of Allegiance. She turned the organizational meeting over to Councilman Scheppard. She began by reading the Official Undertaking.

**RESOLUTION 01-20**

On motion by John W. Wood, Jr., seconded by Nola J. Gove, the following resolution was

ADOPTED – 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner

 0 No

**Resolved** that the Town of Sandy Creek approves the following Official Undertaking:

**Town of Sandy Creek**

**Official Undertaking of Municipal Officers**

**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

 **WHEREAS**, Nancy Ridgeway, of the Town of Sandy Creek, County of Oswego, New York, has been elected to the office of Supervisor of the Town of Sandy Creek; and

 **WHEREAS**, Nola J. Gove of the Town of Sandy Creek, County of Oswego, New York, has been elected to the office of Councilman of the Town of Sandy Creek; and

 **WHEREAS,** A. David Warner, Jr. of the Town of Sandy Creek, County of Oswego, New York, has been elected to the office of Councilman of the Town of Sandy Creek; and

**NOW, THEREFORE**, we as respective officers above, do hereby undertake with the Town of Sandy Creek that we will faithfully discharge the duties of our office, and will promptly account for all moneys or property received as a Town Officer, in accordance with the law; and

 The Town does and shall maintain insurance coverage, presently with National Grange Mutual, in the sum of $100,000 plus an additional $50,000 for the Supervisor and $100,000 for the Town Clerk/Tax Collector to indemnify against losses through the failure of the officers, clerks and employees covered hereunder faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered hereunder.

Next, Councilman Scheppard read the list of appointments to be made.

**RESOLUTION 02-20**

On motion by Dave Warner, seconded by Nola J. Gove, the following resolution was

ADOPTED – 4 Ayes Ridgeway, Warner, Gove, Wood

 0 No

 1 Abstain Scheppard

**RESOLVED** that the Town Board of the Town of Sandy Creek makes the following appointments with terms to expire on December 31, 2020, unless otherwise stated:

Annie Porter Ainsworth Memorial Library Trustee:  Paula K. Moyer- 12/31/2024

Water Advisory Committee Member: Wayne Miller- 12/31/2024

Constables: Edward J. Whitham, Constable-in-charge

Mark Helt

 Michael D. Wood

 Robert J. Dalton

Attorney-for-the-Town: Rebekah Prosachik, Esq.

Code Enforcement Officer: John Howland

Dog Control Officer: Anne Derr

Official Newspaper: *Watertown Daily Times*

Official Bank: PathFinder Bank

**RESOLUTION 03-20**

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

ADOPTED – 5Ayes Ridgeway, Scheppard, Gove, Wood, Warner

 0 No

**Resolved** that the Town of Sandy Creek accepts the state or county bid for gas, oil, and fuel; accepts the state or county bid for road building materials; establishes the salaries of the elected and appointed officials of the Town of Sandy Creek as put forth in the adopted budget for the year 2020; sets the mileage rate for 2020 at 57.5¢ per mile; approves town officials attending the Association of Towns meeting in New York City in February and other respective schools; and that regular town board meetings will be held at 7:00 PM on the second Wednesday of each month at the Town Hall, 1992 Harwood Drive with the exception of November. The November regular monthly meeting will be held November 4, 2020 due to Veterans Day.

The organizational meeting was closed and the regular monthly meeting was opened at 7:05 pm.

**APPROVAL OF MINUTES:**

**RESOLUTION 04-20**

On motion by Nola J. Gove, seconded by Ruth E. Scheppard, the following resolution was

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner

 0 No

**Resolved** that the minutes of the December 11th meeting are approved as written.

**FINANCIAL REPORT**

Town Board members received the monthly financial report of the Supervisor tonight and it is on file in the Town Clerk’s office.

**REPORTS:**

Sole Assessor- Rebecca Trudell’s report has been filed in the Town Clerk’s office.

Dog Control Officer – Anne Derr prepared a report for the Town Board and it is filed in the Town Clerk’s office.

Highway/Water Superintendent – Michael C. Kastler read his highway report. The purchase of the screen to be shared with Richland is on hold until the details of the shared services agreement are worked out.

**PUBLIC HEARING on the maximum amount to be expended for WSA#3**

At 7:17 pm Supervisor Ridgeway opened the public hearing to consider increasing the maximum amount to be expended for the Town of Sandy Creek Water Service Area No. 3. Water Advisory Committee Chairman Norma Newman asked for an explanation. No one spoke for or against this matter and the public hearing was closed at 7:20 pm.

**RESOLUTION 05-20**

**RESOLUTION TO INCREASE IN THE MAXIMUM AMOUNT TO BE EXPENDED FOR THE TOWN OF SANDY CREEK WATER SERVICE AREA NO. 3**

On motion made by Ruth E. Scheppard and seconded by John W. Wood, Jr., **BE IT RESOLVED** as follows:

Nancy Ridgeway, Supervisor AYE

 Ruth E. Scheppard, Councilwoman AYE

 Nola J. Gove, Councilwoman AYE

 Dave Warner, Councilman AYE

 John W. Wood, Jr., Councilman AYE

The Resolution was approved by a vote of 5 in favor, 0 opposed.

**WHEREAS,** the Town of Sandy Creek established Town of Sandy Creek Water Service Area No. 3 at a maximum project cost of TEN MILLION DOLLARS ($10,000,000.00); and

**WHEREAS,** it is anticipated thattheconstruction costs of the proposed water service area will exceed the original cost estimates for the project, resulting in an increase in the maximum amount to be expended for the project. Based upon the increase in the construction associated administrative costs, the maximum amount proposed to be expended for the formation of the water service area is **ELEVEN MILLION EIGHT HUNDRED NINETY-THREE THOUSAND ($11,893,000.00) DOLLARS**; and

**WHEREAS,** the boundaries of the Town of Sandy Creek Water Service Area No. 3 are unchanged and will contain an area located along parts of Autumn Drive, Balcom Drive, Beaver Lane, Chipman Lane, County Route 15, County Route 62, Country Club Lane, Deer Run, Elms Road, Greene Point Road, Henderson Road, Hilton Road, Irma’s Way, Laura Drive, Lindsey Drive, Marina Road, Marsha Drive, Miller Road, Mona Lane, N. Rainbow Shores Road, Orton Road, Park 3 Drive, Punkin Hook Drive, Rainbow Shores Road, Ross Park Drive, S Sandy Pond Inlet, Sawmill Road, NYS Route 3, Stanley Drive, Tryon Road, Upton Road, US Route 11, W. Shore Drive, Waful Shores, Weaver Road, Whitney Lane and Wilder Drive in the Town of Sandy Creek; and

 **WHEREAS,** this Board reviewed the addendum to the Map, Plan and Report, and held a public hearing regarding the possible increase in the maximum amount to be expended for the construction of Town of Sandy Creek Water Service Area No. 3 pursuant to Article 12-C of the Town Law of the State of New York; and

**WHEREAS,** the improvements proposed, are unchanged and will be a new water distribution system to include meter pits, remote read meters and service lines to the curb box. Fire hydrants will also be installed as part of the project. All property owners who connect to the water main will be required to disconnect their private supply; and

**WHEREAS,** the estimated annual cost to the typical property/typical home or dwelling unit (“EDU”) has not changed and will be $700.00 per year. Said amount includes the typical annual water costs estimated at 180 gallons per day. The EDU charge will be borne by those parcels that benefit from the project which are the parcels located in the water service area; and

**WHEREAS,** this Board has received the Letter of Conditions issued by USDA Rural Development dated September 26, 2018, wherein Rural Development has agreed to provide an additional grant to the water service area in the amount of **ONE MILLION EIGHT HUNDRED NINETY-THREE THOUSAND DOLLARS ($1,893,000.00)** which will cover the increase in the maximum amount to be expended; and

**WHEREAS,** the proposed method to be employed for financing such system is Town of Sandy Creek has applied for and received the following **Federal funding options: A grant of**  **ONE MILLION SEVEN HUNDRED FIFTY-TWO THOUSAND SEVEN HUNDRED TEN DOLLARS ($1,752,710.00) from USDA Rural Development, a loan of EIGHT MILLION THIRTY-SEVEN THOUSAND TWENTY-NINE DOLLARS ($8,037,029.00) at 0 percent interest for thirty (30) years from New York State Environmental Facilities Corporation (EFC), and a grant of TWO MILLION ONE HUNDRED THREE THOUSAND TWO HUNDRED SIXTY-ONE DOLLARS ($2,103,261.00**) **from WIIA; and**

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

 1) That the Notice of the Public Hearing was published and posted as required by law and was otherwise sufficient.

 2) That all of the property and property owners within the proposed district are benefited thereby.

 3) That all of the property and property owners benefited by the proposed district are included within the limits of the proposed district.

 4) That the formation of the proposed district is in the public interest.

That based upon 1 through 4 above, this Board does hereby approve the increase in the maximum amount to be expended for the formation of the Town of Sandy Creek Water Service Area No. 3 to **ELEVEN MILLION EIGHT HUNDRED NINETY-THREE THOUSAND ($11,893,000.00) DOLLARS**; and

 **BE IT FURTHER RESOLVED** that this Resolution is **SUBJECT TO PERMISSIVE REFERENDUM** and the Town Clerk and Attorney to the Town Board are hereby directed to prepare necessary notices and publish same as required by law.

Historian – Supervisor Ridgeway announced that Historian Charlene Cole passed unexpectedly January 1st. This is a huge loss to the Town of Sandy Creek.

Town Justice- The monthly reports of the Town Justices have been received by the Town Supervisor.

Legislator – Newly elected County Legislator Michael G. Yerdon reported that he was sworn in at his first meeting of the year on January 2nd. He provided the board with a copy of Resolution No. 16 passed that evening regarding high water on Lake Ontario and REDI funding. The Oswego County Legislature agreed to a local match fund up to $100,000 in furtherance of local submissions for REDI funding for eligible businesses.

Mr. Yerdon has not received his committee assignments yet. He will attend training in Albany January 27-29th.

Library – Library Director Jessica Godfrey gave copies of the library’s monthly newsletter to the town board members. There will be a Build-a-Stuffed Arctic Animal workshop for children January 11th and 18th. Twenty-four spots are full and there is a wait list. Each child will also get a tote bag and a birth certificate for their animal. February will be a busier month. Ms. Godfrey is working on the annual report and will have charts and graphs for next month’s meeting. The library plans to host small business classes in the near future.

NOCA – Representative Nancy Dingman was excused this evening.

Planning Board – The Sandy Creek Regional Planning Board is meeting at the village office building tonight.

Water Advisory Committee- There was no meeting in December 2019.

Code Enforcement Officer – John Howland’s annual report for 2019 is on file in the Town Clerk’s office. He was excused for police duty this evening.

Board of Appeals – Mike Kastler reported that a public hearing was held at 6:30 tonight on the Bardeschewski parcel split. Mr. Kastler would like to see the town’s local law on minimum lot size reviewed and amended.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of December totaled $1,167.00. The 2019 Annual Report shows $37,039.93 was collected and 70 parking hang tags were issued. These reports are on file in her office and available for public inspection. Her office is very busy with tax collection. Information on the 2020 Training School and Annual Meeting of the Association of Towns is available in the Town Clerk’s office. The NYS Tug Hill Commission 31st Annual Local Government Conference will take place on Thursday, March 26th at JCC in Watertown.

Engineers – Anthony Young, P.E. and Brett McVoy, I.E. of Barton & Loguidice were present to update the Town Board on current projects. REDI forms for the sewer project have been submitted. The scope items of the REDI grant need to be finalized and will begin in early 2020. An agreement will be prepared in the next month or two. Water Project contract documents are being reviewed by NYSDEC and USDA-RD. Questions and comments were received from the NYSDOH on December 23rd and are being addressed. Work continues to obtain necessary easements. A supplemental application must be resubmitted to the Office of the State Comptroller for the added grant monies. The overall project cost is increasing. However, the end user cost will remain the same.

**PUBLIC COMMENT:** There was none at this time.

**OLD BUSINESS:** Negotiations continue with the highway department’s union representatives. Supervisor Ridgeway met with Oswego County Emergency Management for an after action discussion. She also met with an agent from Eastern Shore Associates to review the town’s insurance coverage. She attended a meeting where District Attorney Greg Oaks spoke about new court laws in NYS. Attorney Prosachik explained some of the changes.

**NEW BUSINESS:**

**RESOLUTION 06-20: WEEKLY TRASH REMOVAL AGREEMENT FOR 2020**

On motion by Ruth E. Scheppard, seconded by Nola J. Gove, the following resolution was

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner

 0 No

**Resolved** that the Town of Sandy Creek agrees to pay Orwell Container, PO Box 215, Richland, NY 13144-0215 (Telephone #: 315-298-3739 or 315-298-6916) as billed on December 11, 2019 a fee of $315.00 for the removal of trash and recyclables at the Town Hall (account #691), 1992 Harwood Drive, Sandy Creek, NY and a fee of $315.00 for the removal of trash and recyclables at the Town Highway Barn (account #690), 19 Salisbury St, Lacona, NY for the 2020 calendar year. Orwell Container agrees to continue the above described service on a weekly basis through December 31, 2020 upon receipt of a total of $630.00 as the Town of Sandy Creek is a sales tax exempt municipality of the State of New York.

Changing payday for the monthly salaried employees was discussed. They are currently paid on the closest Tuesday or Thursday prior to the 25th of each month. Councilman Warner suggested they be paid on the last

bi-weekly payroll of each month. There was no vote at this time.

**APROVAL OF BILLS**

**RESOLUTION 07-20**

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

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner

 0 No

**Resolved** that the bills be paid on Abstract #1 in the following amounts:

General Fund $ 8,056.42

Trust & Agency $ 489.54

Highway Fund $ 14,972.58

Water District #1-SW $ 1,890.14

Water District #2-SW $ 299.52

Water District #3-SW $ 1,277.91

Water District #3- H3 $ 890.96

Town Board members were provided with a copy of the 2019 Lacona Fire Department’s Annual Fire Chief’s Report.

The refrigerator in the apartment is freezing everything and Superintendent Kastler would like to purchase a new one from Watertown Appliance. No one on the Town Board objected to this.

**RESOLUTION 08-20**

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

**ADOPTED** – 5 Ayes Ridgeway, Gove, Scheppard, Wood, Warner

 0 No

**Resolved** that the Town Board of the Town of Sandy Creek will enter executive session at 8:25 pm to discuss collective negotiations of the Teamsters Local #317 contract. Attorney Prosachik was invited in. Everyone else left the meeting, except Town Clerk Miller waited in her office for the open meeting to resume.

**RESOLUTION 09-20**

**On motion** made by Nola J. Gove, and seconded by Ruth E. Scheppard, the following resolution was

**ADOPTED** – 5 Ayes Ridgeway, Gove, Warner, Scheppard, Wood

 0 No

**Resolved** that the Town Board of the Town of Sandy Creek will exit executive session at 9:37 pm.

**RESOLUTION 10-20**

**On motion** made by Nola J. Gove, seconded by John W. Wood, Jr., the following resolution was

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

 0 No

 1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek appoints Nancy Ridgeway as Emergency Management Coordinator with a term expiring December 31, 2021.

The next regular monthly meeting will be held February 12th at 7 pm

**On motion** by Nola J. Gove, and seconded by John W. Wood, Jr., and carried unanimously, the meeting was adjourned at 9:40 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk