**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 4, 2023

**Kind of Meeting:** Special Meeting

**Place:** Town Hall

**Board Members Present:** Timothy D. Ridgeway  **Others Present:**

 John W. Wood, Jr. Tammy L. Miller

 Ruth E. Scheppard Brittany M. Washburn

 Dave Warner Michael C. Kastler

**Absent:** Nola J. Gove Meg Sprague

**CALL TO ORDER:**

Supervisor Timothy D. Ridgeway called the meeting to order at 6:00 pm. This special meeting was called to begin discussion of the 2024 town budget. Supervisor Ridgeway turned the meeting over to Budget Officer Meg Sprague. She began by reviewing the A fund. There should be approximately $30,000 that can be used to toward the 2024 tax levy. Reserve funds also need to be reviewed and funded annually when possible. Salary increases will be 5%, however, Mrs. Sprague only increased her salary as Bookkeeper and as Budget Officer by 3% as she is being paid hourly now. Equipment for the courtroom was discussed. Asset management was discussed. Mrs. Sprague’s official title is part-time bookkeeper. She corrected her title in the budget. The library’s request for new security cameras was discussed.

Review continued of the B fund. There will be approximately $60,000 left to use toward next year’s budget.

Richland Town Supervisor Kern Yerdon asked Supervisor Ridgeway to meet with him and Laird Petrie on October 18th at 10 am. A request for proposals (RFP) has been issued to audit the Town of Richland’s water department.

Local Law No. Three (3) of the year 2023, alocal law for Flood Damage Prevention as authorized by the New York State Constitution, Article IX, Section 2, and Environmental Conservation Law, Article 36 must be finalized soon.

The Snow and Ice agreement with Oswego County is not ready for signature.

The emergency management update meeting, the CEHA issue, and cyber security were discussed. The union is not in agreement with amending the contract to clarify the water operator/highway employee position. A section is needed in the employee handbook regarding non-union employees’ retirement.

Councilman Wood wants a real property re-valuation done soon. It will be expensive and take several months to complete. It has been about 20 years since the town has done one and the equalization rate has fallen significantly in the last couple of years. They believe the Town of West Monroe just completed one.

The audit report from Bowers and Company was received on October 2nd.

**On motion** by John W. Wood, Jr., and seconded by Ruth E. Scheppard, and carried unanimously, the meeting was adjourned at 7:31 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk