**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 9, 2020

**Kind of Meeting:** Regular Meeting

**Place:** Town Hall

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

Nola J. Gove Tammy L. Miller

Dave Warner Michael C. Kastler

John W. Wood, Jr. Brittany M. Washburn

Dustin Clark

**Physically Absent & On phone:** Ruth E. Scheppard Pat McDougal

Pete Backus

Norma Newman

Nancy Dingman

Greg Breslin

Michael Hazard

Eric Porter

Kevin Caufield

Karen Beebe

Tim Ridgeway

Teresa Stowell

Wayne Miller

Dan Letiecq

John Howland @7:05pm

**CALL TO ORDER:**

Supervisor Nancy Ridgeway called the meeting to order at 7:00 pm with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**RESOLUTION 129-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the minutes of the October 21st, 28th and November 4th meetings are approved as written.

**FINANCIAL REPORT-** The Monthly Report of the Supervisor was received by the Town Board tonight and was filed in the Town Clerk’s office today.

**REPORTS:**

Sole Assessor- Rebecca Trudell’s monthly report is on file in the Town Clerk’s office. Supervisor Ridgeway summarized her report. She and her clerk are doing road work when the weather permits. Agricultural exemption renewal notices were mailed today.

Board of Appeals – A public hearing was held here tonight at 6 pm regarding variance application #20-109 by Jeffery, Charles, and Patrick Cochrane and Aimee VanWie of Co Rt 15 (027.00-03-02.12). They want to sub-divide one lot into three lots, resulting in lots that do not meet the minimum lot size local law. The Board of Appeals granted this variance tonight.

Dog Control Officer – Anne Derr’s report for November is on file in the Town Clerk’s office.

Highway/Water Superintendent – Mike Kastler read his highway and water reports aloud at the meeting. They are on file in the Town Clerk’s office. Zenner USA has been here installing transmitters. They will provide training for the clerks before spring. Dirt roads were discussed at a recent WD#3 construction progress meeting. WD Malone will need to repair and maintain the dirt roads that they have worked on until final restoration is complete. The possibly of a winter shutdown was discussed. There can be no work on NYS roads during the snow plowing season.

Historian – Peggy Rice filed a written report. Supervisor Ridgeway summarized the report. Mrs. Rice created a new SCCS display and she is expanding the World War I and World War II displays.

Judges – Judge Crast and Judge Stoker have filed their monthly Justice Report certifications with Supervisor Ridgeway.

Legislator – Mr. Yerdon was absent this evening due to another meeting.

Library – Library Director Jessica Godfrey emailed her monthly report and newsletter. Supervisor Ridgeway summarized the information for the audience.

NOCA – Nancy Dingman reported that the number of calls has increased and revenue has increased. Two employees were exposed to Covid while off duty. Repairs have been made to floors and the shed roof. The human resources handbook is nearly complete. The ambulances are decontaminated after each Covid call.

Planning Board – The Sandy Creek Regional Planning Board’s monthly meeting minutes and report has been filed.

Water Advisory Committee- There was no meeting in November.

Code Enforcement Officer – John Howland’s report for November is on file in the Town Clerk’s office and available for public inspection. He issued a couple violation notices. It is a record year for building permits with 112 issued so far. His training is done and he has one test to complete for the year. Councilman Warner asked about the new cell tower. The tuning process for the 20 mile radius of coverage area can take up to six months according to Verizon. Mr. Howland spoke to Tom Irwin about coverage. He recommends doing regular updates on your cell phone. The dead spot on Hadley Road has disappeared. However, there still is a dead spot on Rainbow Shores Road. The Town of Richland plans to add cell towers on Towne Road and on St Rt 13 near St Rt 3 next spring or summer.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of November totaled $1,530.00. Of this total, $1,252.63 was paid to Supervisor Ridgeway for town revenue. This report is on file in the Town Clerk’s office and available for public inspection. A State Liquor Authority 30-day Advance Notice was received on November 5th from Pond Pit LLC for a new application for a liquor, wine, beer and cider license at 8883 St Rt 3.

Engineers – Dustin Clark, P.E. of Barton & Loguidice was present to update the Town Board on current projects. The proposed sewer project received funding through REDI. The town asked for public input twice through interest surveys. The Town Board has two options at this point. One is to stop the project and forfeit future grant money. The other is to continue with the study, form the sewer district, and apply for more grant funding. However, at the current projected cost, the majority of those that responded to the survey were not in favor of public sewer. To project a lower overall cost would be difficult at this time. REDI made sure that there is a stopping point in their funding process. **Greg Breslin** was present to express his opposition to a public sewer project. He came to the meeting to represent four households that are not in favor of sewer. **Kevin Caufield** is against a sewer project due to the cost and the fact that he doesn’t need it. He believes that the Town Board should stop this project because the majority do not want it. **Dan Letiecq** expressed concern that out-of-state property owners cannot attend meetings and some have not received surveys. He is not in favor of public sewer. **Eric Porter** stated that he is not in favor of public sewer. He expressed concern that some did not receive a survey and how were people to know that there was a survey being conducted. He believes that the town should be more concerned about ground contamination from the thousands of head of cattle in the town. **Michael Hazard** is not in favor of public sewer as many property owners cannot afford it. There is no longer industry in the town. Many are retired and on fixed incomes. Water district charges have increased owners’ property tax bills and most bills are increasing. He does not want the town to force public sewer on property owners**. Karen Beebe** was also present and against public sewer. Town Clerk Miller also received a phone call today from a property owner at 2945 Co Rt 15 expressing her opposition to a public sewer project.

**RESOLUTION 130-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek agrees to stop work on the proposed public sewer project at this time.

Mr. Clark believes the Town of Sandy Creek did due diligence on this proposed project and should be proud that the project was awarded Resiliency and Economic Development Initiative (REDI) funding. Mr. Clark further explained that Barton & Loguidice was originally allowed $39,000 for Phase 1 completion of the Sewer Study. They are requesting REDI approval for an additional $7,500 for work already done on the project.

**RESOLUTION 131-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek agrees to the revision of the scope of services and a transfer of funds for the Town of Sandy Creek Sewer Project (REDI-CO 66) and authorizes Town Supervisor Nancy Ridgeway to sign the appropriate paperwork.

B&L will work on the paperwork necessary to close out the sewer study. Water District #3 construction has been underway for about five months now. Approximately 53,000 feet of pipe, over 10 miles has been installed. This is 36% of the entire project. Although we all wish construction could go faster, it is proceeding very well. Thirty percent or 175 services have been installed and some are now active users. Councilman Warner asked questions and the connection process was explained. Although the contractor may opt for a winter shut down, it is hoped that they will continue working as long as the weather allows. The contractor is allowed 21 months until final completion of the project. We are waiting for updates from the attorney regarding the Office of the State Comptroller application that steps were completed for last spring.

**PUBLIC COMMENT** – **Kevin Caufield** thanked the Town Board for listening to the opinions on the sewer study. **Karen Beebe** also thanked the board for listening. **Norma Newman** recognized the Town Board’s work through many meetings and she understands the time and cost spent on this study. She believes public sewer will be necessary here at some point in the near future. She thanked the Town Board for their hard work on this study.

**OLD BUSINESS**

The Town Board received another email from Pete Backus regarding the need for public water in the CEHA area of Sandy Pond.

**RESOLUTION 132-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek agrees to pursue public drinking water for those in Water District #3 and the CEHA area at a maximum cost of $1,000.

**NEW BUSINESS**

**RESOLUTION 133-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek authorizes Town Supervisor Nancy Ridgeway to sign the GIS Web-Based Hosting Agreement with the Development Authority of the North Country for the new term of January 1, 2021 to December 31, 2025.

**RESOLUTION 134-20**

The following resolution was offered by Town Supervisor Nancy Ridgeway, who moved its adoption, seconded by Councilman Dave Warner to‑wit:

RESOLUTION OF THE TOWN BOARD, TOWN OF SANDY CREEK, OSWEGO COUNTY, NEW YORK, accepting Revisions to the “Town of Sandy Creek and Richland Joint Water Project” Capital Project as administered through USDA Rural Development. The Town Board hereby modifies the following Administrative budget items to the upcoming Form E #4:

A.6Bookkeeping & Reporting - $29,000 move to contingency

The reason for this modification is to correct an error on the Form E that mistakenly had an amount budgeted under bookkeeping and reporting that should’ve been in contingency.

tHis BUDGETARY modification RESULTED IN a TOTAL INCREASE of CONTINGENCy BY $29,000, making total contingency $51,033.75 of which $30,000 will then be moved to technical force account under Engineering by way of AN Engineering amendment that has already been approved. Remaining contingency amount on the upcoming form E #4 will be $21,033.75.

WHEREAS, the Town of Sandy Creek, Town Board has reviewed the Form E Capital Outlay Budget category and,

NOW, THEREFORE, THE TOWN OF SANDY CREEK, TOWN BOARD HEREBY RESOLVES AS FOLLOWS:

The following vote was taken and recorded in the public or open session of said meeting:

Nancy Ridgeway, Supervisor VOTING Aye

Ruth E. Scheppard, Councilman VOTING Absent

Nola J. Gove, Councilman VOTING Aye

John W. Wood, Jr., Councilman VOTING Aye

Dave Warner, Councilman VOTING Aye

**RESOLUTION 135-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek approves the Williamson Law Book Payroll Software Support Contract for December 1, 2020 – November 30, 2021 for $791.00 and the Williamson Law Book Water/Sewer Software Support Contract from December 1, 2020 to November 30, 2021 for $1,007.00.

**RESOLUTION 136-20**

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

ADOPTED - 4 Ayes Ridgeway, Warner, Wood, Gove

0 No

1 Absent Scheppard

**Resolved** that the Town Board of the Town of Sandy Creek reappoints Patricia Machemer to the Sandy Creek Regional Planning Board for a 3-year term beginning 01/01/2021 and expiring 12/31/2023.

The position of Attorney-for-the-Town was discussed. The Town Board is looking into available candidates for appointment at the organizational meeting in January. A list of outstanding attorney work for the water project should be compiled.

**TRANSFER OF FUNDS**

**RESOLUTION 137-20**

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

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

0 No

1 Absent Scheppard

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

**From Description To Description Amount**

A1410.4 Town Clerk Contractual A1410.2 Town Clerk Equipment $ 124.00

DB5110.1 General Repairs Pers Serv DB5110.11 General Repairs Employee Payout 46.00

DB5110.1 General Repairs Pers Serv DB5110.2 General Repairs Equipment 5,557.00

DB5110.4 General Repairs Contractual DB5140.4 Brush & Weeds Contractual 2,610.00

DB9030.8 Social Security/Medicare DB9060.8 Health & Medical Insurance 1,879.00 DB5110.1 General Repairs Pers Serv DB9060.8 Health & Medical Insurance 426.00

SW1-8397.2 Water Meters & Equipment SW1-8397.4 Water, Misc Equipment, & Repairs 1,785.00

SW3-8397.2 Water Meters & Equipment SW3-8340.1 Water Operator Pers Serv 12,742.00

SW3-8397.2 Water Meters & Equipment SW3-9030.8 Social Security/Medicare 379.00

**PAYMENT OF BILLS**

**RESOLUTION 138-20**

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

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

0 No

1 Absent Scheppard

**Resolved** that the bills be paid on Abstract #22 in the following amounts:

General Fund $ 4,467.16

Highway $ 5,325.09

Trust & Agency $ 10,651.83

**And** on Abstract #23 in the following amounts:

General Fund $ 59,969.48

Highway $ 93,676.47

Water Project #3- H3 $1,247,952.79

NSPond Shoreline-H4 $ 8,300.00

REDI Grant – H5 $ 165,412.85

Water District #1-SW $ 19,291.84

Water District #2-SW $ 1,947.05

Water District #3-SW $ 52,138.25

Trust & Agency $ 6,197.47

A special year-end meeting will be held December 30th at 4 pm. The next regular monthly meeting of the Town Board will be held January 13th at 7 pm. **On motion** by Nola J. Gove, and seconded by Dave Warner, and carried unanimously, the meeting was adjourned at 8:25 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk