#### 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 13, 2016

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

**Place:** Town Hall

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

Ruth E. Scheppard Tammy Miller Nola J. Gove Michael C. Kastler

John Wood, Jr. Shirley Rice
Dave Warner Pat McCullough
Norma Newman

Wayne Miller
Dustin Clark

Gina Cangemi-Binotto-left 7:25pm

Jessica Godfrey- left 7:25pm

#### **CALL TO ORDER:**

Town Supervisor Nancy Ridgeway called the meeting to order at 7:03 pm with the Pledge of Allegiance.

#### **RESOLUTION 01-16**

On motion by Ruth Scheppard, seconded by John Wood, 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

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

WHEREAS, Jonn T. Stoker, of the Town of Sandy Creek, County of Oswego, New York, has been appointed to the office of Town Justice of the Town of Sandy Creek; and

NOW, THEREFORE, I do hereby undertake with the Town of Sandy Creek that I will faithfully discharge the duties of my office, and will promptly account for all monies 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 thereunder to faithfully 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 thereunder.

#### **RESOLUTION 02-16**

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

ADOPTED – 4 Ayes Ridgeway, Gove, Warner, 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, 2016, unless otherwise stated:

Constables: Robert E. Dalton

Charles T. Anna

Mark Helt

Edward F. Paolini Edward J.Witham Allison J. Nelson

Attorney-for-the-Town:

Town Historian:

Code Enforcement Officer:

Dog Control Officer:

Deputy Dog Control Officer:

Allison J. Nels
Charlene Cole
John Howland
Elisa Dunn
Anne Derr

Emergency Management Coordinator: Nancy Ridgeway- term expires 12/31/2017
Deputy Supervisor Ruth Scheppard- term expires 12/31/2017
Board of Appeals member Michael C. Kastler- term expires 12/31/2020

Official Newspaper: Watertown Daily Times

Official Bank: PathFinder Bank

# **RESOLUTION 03-16**

 $0 \, \text{No}$ 

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

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

**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 2016; sets the mileage rate for 2016 at 54¢ 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.

The organizational meeting was closed to open the regular monthly meeting at 7:06 pm. Supervisor Ridgeway introduced Dave Warner who was elected Town Councilman in the November 2015 election.

# APPROVAL OF MINUTES:

#### **RESOLUTION 04-16**

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

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

0 No

**Resolved** that the minutes of the December 1<sup>st</sup> and 9<sup>th</sup> meetings are approved as written.

#### FINANCIAL REPORT

The December monthly financial report of the Supervisor was filed January 12<sup>th</sup> and made available to the Town Board members today.

### **REPORTS:**

<u>Barton & Loguidice, P.C.</u> – Dustin Clark, P.E. was present to update the board on the water projects. In Water District #1, contracts 1, 2 and 3 are complete. Contract #4 will have its one year inspection next summer. Contract #5's restoration work will be done in the spring, mainly in the Town of Richland. Contract #6 will likely be let to bid in February. Water District #2 is substantially complete. Punch list items will be completed in the spring. Change Order #2 is being recommended tonight. It is for an increase of \$20,352.31 for additional work related to the additional master meter replacement at Creekside Apartments, upgrading insulation pads for meter pits, and an over/under quantity adjustment.

#### **RESOLUTION 05-16**

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

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek approves Change Order #2 for Water District #2.

# **RESOLUTION 06-16**

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

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek approves the following changes to USDA-RD Form E: the net interest will increase to \$19,100; Single Audits will decrease to 0 and the project contingency will be adjusted accordingly.

# **RESOLUTION 07-16**

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

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek approves the Amendment to Owner-Engineer Agreement Amendment No. 2 transferring \$12,994.46 from Resident Inspection to Contract Administration

All eligible costs have been submitted and the CDBG grant has been fully utilized. Richland is re-surveying their unserved areas for inclusion in the proposed Town of Sandy Creek Water District #3.

Assessor- Rhonda Weigand's report has been filed in the Town Clerk's office.

Applications for all exemptions are due by March 1<sup>st</sup>. Enhanced STAR renewals are still due back from 67 property owners.

<u>Dog Control Officer</u> – Elisa Dunn was absent tonight. Her report was filed in the office of the Town Clerk.

<u>Historian</u> – Charlene Cole's monthly report is on file in the Town Clerk's office. It is a summary of all work completed in 2015 She is working on the 200<sup>th</sup> Anniversary celebration of Oswego County in 2016.

<u>Town Justice</u>- The monthly report of Town Justice Crast has been received by the Town Supervisor and filed in the Town Clerk's office.

<u>Legislator</u> – Margaret Kastler was excused this evening. She sent word that she is on the county's Public Safety and Transportation committees. She will be attending school the week of February 1<sup>st</sup>.

<u>Library</u> – Library Director Jessica Godfrey reported that the stairwell to the ramp needs finishing. Superintendent Kastler said the highway department has the material to cap the blocks there. The Library Board of Trustees is seeking new members due to anticipated vacancies. A Love Your Library wine tasting event will be held on February 13<sup>th</sup> from 6 to 8 pm. Nine vendors are signed up to participate at this event.

<u>NOCA</u> – The quarterly report from Northern Oswego County Ambulance was received and filed in the Town Clerk's office.

<u>Planning Board</u> – Chairman Shirley Rice reported on the Sandy Creek Regional Planning Board's meeting of January 5<sup>th</sup>. A public hearing was held on Little Monkeys 1-2-3 Day Care Center.

<u>Highway/Water Superintendent</u> – Michael C. Kastler reported that the highway department has been busy plowing snow this week. Costs are down due to the mild winter. An endangered species, the Piping Plover has been spotted in the area and could affect any future dredging of the channel at Sandy Pond. Several pieces of equipment have been ordered for the Water Department as these purchases have been approved for the USDA-RD Water District #2 project. On January 22<sup>nd</sup> Superintendent Kastler and Water Operator Eric Pappa will attend a continuing education class for water operators. Water Advisory Committee- Chairman Norma Newman reported that there was no WAC meeting in December. There are two vacancies on the committee. On January 25<sup>th</sup> the Town Board and the WAC will meet to review the local water law. The EDU assessment of the Surprise property was discussed.

<u>Code Enforcement Officer</u> – John Howland's report for 2015 is on file in the Town Clerk's office.

<u>Town Clerk</u> – Tammy Miller reported that receipts and total disbursements for the month of December totaled \$1,523.75. The Town Clerk's 2015 Annual Report shows total receipts and disbursements of \$37,828.10. Also, 71 accessible parking permits were issued to Town of Sandy Creek residents in 2015. These reports are on file in her office and are available for public inspection. Information on the 2016 Training School and Annual Meeting of the Association of Towns is available in the Town Clerk's office. The Town Board has a vacancy to fill on the Board of Assessment Review.

**PUBLIC COMMENT:** There was no public comment at this time.

**OLD BUSINESS:** Proposals for cleaning the Town Hall were discussed.

### **RESOLUTION 08-16**

On motion by Ruth Scheppard, seconded by Nola J. Gove, the following resolution was ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek hires Brittany Washburn to clean the Town Hall for 5 hours per week at \$20 per hour beginning February 12<sup>th</sup>.

# **RESOLUTION 09-16 - PURCHASE OF PROPERTY**

**WHEREAS**, the Town Board of the Town of Sandy Creek believes it in the best interest of its citizens to purchase certain real property known as 2078 Lake Street, Sandy Creek, (Tax Map #019.19-05-16) and being sold by Joseph Walker; and

**NOW THEREFORE,** on motion made by John W. Wood, Jr and seconded by A. David Warner, be it resolved as follows:

- 1. That the Supervisor of the Town is hereby authorized to enter into a Purchase Contract for the purchase of a parcel of property owned by Joseph Walker, located at 2078 Lake Street, Sandy Creek and known as Tax Map Number 019.19-05-16 for the purchase price of Twenty Five Thousand (\$25,000.00) Dollars.
- 2. The property is a parcel of land with a storage building, and the Town Board believes the purchase of the property is in the best interest of the Town.
- 3. That the Town Board of the Town of Sandy Creek deems the purchase price of said property to constitute fair and adequate consideration.
- 4. Pursuant to Section 220 of the Town Law of the State of New York, this resolution is subject to permissive referendum.

Motion adopted as follows:

NANCY RIDGEWAY, TOWN SUPERVISOR	AYE
RUTH E. SCHEPPARD	AYE
NOLA J. GOVE	AYE
A. DAVID WARNER	AYE
JOHN W. WOOD, JR.	AYE

#### **NEW BUSINESS:**

# **RESOLUTION 10-16**

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

ADOPTED - 5 Ayes Ridgeway, Scheppard, Gove, Wood, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek approves the one year Shared Services Agreement with NYSDOT.

# APROVAL OF BILLS

# **RESOLUTION 11-16**

On motion by John W. Wood, Jr., seconded by Ruth E. Scheppard, 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 \$ 21,833.74 Trust & Agency \$ 2,045.56 Highway Fund \$ 41,453.97 Water District #1-H \$ 40,638.61 Water District #1-SW \$ 1,628.26 Water District #2-H \$121,353.99 Water District #2-SW \$ 315.54

# **RESOLUTION 12-16**

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

**ADOPTED** – 5 Ayes Ridgeway, Scheppard, Wood, Gove, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek will enter executive session at 8:26 pm to discuss collective negotiations of the Teamsters Local #317 contract. Everyone left the meeting, except Town Clerk Miller waited in her office for the open meeting to resume.

### **RESOLUTION 13-16**

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

**ADOPTED** – 5 Ayes Ridgeway, Scheppard, Wood, Gove, Warner 0 No

**Resolved** that the Town Board of the Town of Sandy Creek will exit executive session at 9:03 pm.

The fishing grant with the Sandy Pond Sportsman's Association was discussed.

**On motion** by Nola J. Gove, seconded by Dave Warner and carried unanimously, the meeting was adjourned at 9:20 pm.

### **Future Meeting Dates**

Regular monthly meeting – February 10<sup>th</sup> at 7 pm

Respectfully submitted,

Tammy L. Miller, RMC Town Clerk