**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:** November 13, 2019

**Kind of Meeting:** Regular Meeting

**Place:** Town Hall

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

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

 Ruth E. Scheppard Tammy L. Miller, RMC

 Nola J. Gove Brittany M. Washburn

 Anthony Young, P.E.

**Absent:** Dave Warner Dustin Clark, P.E.

 Jacqueline Novak, Engineer II

 Michael C. Kastler

 Margaret Kastler

 Michael Yerdon

 Jessica Godfrey

 Pat McDougal

 Nancy Dingman

 John Howland

**CALL TO ORDER:**

Town Supervisor Nancy Ridgeway called the meeting to order at 7:02 pm with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**RESOLUTION 99-19**

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

ADOPTED - 4 Ayes Scheppard, Gove, Ridgeway, Wood

 0 No

 1 Absent Warner

**Resolved** that the minutes of the September 17th and 25th and October 9th meetings are approved as written.

**FINANCIAL REPORT**

The Monthly Report of the Supervisor was received by the Town Board tonight and is on file in the Town Clerk’s office.

**REPORTS:**

Assessor- Rebecca Trudell’s monthly report is on file in the Town Clerk’s office.

Dog Control Officer – Anne Derr prepared a report for the Town Board and it 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. He reported that the water department is busy with seasonal water shut-offs and bill collection. A decision on water meters must be made for Water District #3. Badger is no longer manufacturing radio read meters. Their new meters are cellular read. This is a problem in the town as coverage is spotty at approximately 68%. They currently use AT&T and plan to add Verizon in the future. However, we do not have a solid timeline for the Verizon addition. Sensus meters are an option for the new water service connections. The cost for new software and set-up is approximately $9,000. The meters are less expensive than the Badger meters. Superintendent Kastler recommended going with Sensus meters from now on. He does not believe that cellular reading is the way to go in our area at this time. The Town of Richland is in a different scenario with the age of their software and equipment.

**RESOLUTION 100-19**

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

ADOPTED - 4 Ayes Scheppard, Gove, Ridgeway, Wood

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek rescinds **RESOLUTION 64-15: STANDARDIZING WATER METERS** that was adopted at a special meeting on May 27, 2015.

**RESOLUTION 101-19**

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

ADOPTED - 4 Ayes Scheppard, Gove, Ridgeway, Wood

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek will purchase Sensus meters for Water District #3 and for all water districts once the supply of Badger meters has been exhausted and authorizes Water Department staff to purchase the appropriate software and prepare for the use of Sensus meters.

Superintendent Kastler is considering the purchase of a shoulder machine to share with 8 other towns. He asked Attorney Prosachik to draft an intermunicipal agreement for this piece of highway equipment. Barton and Loguidice is completing the report on the Cazenovia Equipment building and on the current Town Barn. The air quality in the Town Barn needs addressing for welding and other work.

Historian – Charlene Cole’s monthly report is on file in the Town Clerk’s office. She has a photograph of bowlers in Halloween costumes and needs the people identified if possible. She is coordinating the 16th Annual Christmas Tree Event. Scouts decorate trees to be given to those in need. Voting on the best decorated tree will be held at the soup kitchen in Lacona where they are on display.

Judges – Supervisor Ridgeway reported that the Town Justices have filed their monthly financial reports with her.

Legislator – Margaret Kastler reported that the Oswego County Legislature has been working on their 2020 budget. They plan to hold the tax rate at $7.70 per thousand. They are able to do this because the county is generating more revenue. There are four reasons for the revenue increase.

1. The annual delinquent tax auction has more properties due to changes in the foreclosure process. Residential property is foreclosed upon after two years instead of four years now.
2. Health insurance premiums have been reduced due to an RFP process.
3. Sales tax revenue is up.
4. There is an agreement with the nuclear power plants to pay their share of taxes.

On November 14th Oswego County will hold its budget hearing at 2 pm and its monthly meeting at 7 pm in Oswego. Superintendent Kastler told Legislator Kastler that 25% of the county’s snow contract payment was due to the town on October 22nd and it has not been received. Supervisor Ridgeway introduced County Legislator-elect Michael Yerdon. He will take office on January 1, 2020. Margaret Kastler decided to retire after completing her current term of office.

Library – Library Director Jessica Godfrey presented the board with her monthly newsletter. She reported that 60 coats were donated to the coat drive. Forty were taken by those in need and the extra 20 were donated to the Friendship Shop. A Census job workshop was held at the library on November 12th. A Thanksgiving event for kids will be hosted by the SCCS High School Book Club on November 16th from 10:30 to noon. Monday, November 18th is Patron Appreciation Day. Patrons may stop by for refreshments and enter a free drawing. This has been a year of partnerships on programs at the library. Superintendent Kastler has been working on some leaking and drainage problems at the library. There are still some issues with that.

NOCA – Sandy Creek representative Nancy Dingman was present to report on Northern Oswego County Ambulance, Inc. Calls in September equaled 175 and there were 174 in October. This is average. A new ambulance is being purchased to replace ambulance #3 due to high mileage. They are also planning to replace ambulance #4.

Planning Board – The report from the Sandy Creek Regional Planning Board’s meeting on November 6th has been filed in the Town Clerk’s office. The site plan for the log yard on Co Rt 48 was reviewed after another property owner raised some questions. They were referred to CEO Howland. A complaint about an unfenced pool was also received. Planning Board members will complete their annual training in December.

Water Advisory Committee- Minutes from the October 28th meeting have been filed.

**RESOLUTION 102-19**

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

ADOPTED - 4 Ayes Scheppard, Gove, Ridgeway, Wood

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek approves the following EDU change as recommended by the Water Advisory Committee:

**Tax ID EDU EDU Property Location Property Owner**

027.11-05-10 from 1.50 to 2.00 20-21 Richter Dr B. Shippee

**RESOLUTION 103-19**

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

ADOPTED - 4 Ayes Scheppard, Gove, Ridgeway, Wood

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek approves the James L. Benscoter EDU change to 1 EDU if he provides the Water Clerk and Sole Assessor with photographs showing that there are no kitchen or bathroom facilities above his garage at 12 Keicher Drive.

Data in the real property database listed a garage apartment at 12 Keicher Drive. Town Supervisor Nancy Ridgeway will also see the photographs when they are received. The change needs to be made before December 1st when the database is frozen for tax bill printing.

Code Enforcement Officer – John Howland’s report for October is on file in the Town Clerk’s office and available for public inspection. He updated the Town Board on several violations. The one on Co Rt 15 has been to court. The one on Co Rt 22 is making progress. He has cited the owner of the unfenced pool and has addressed the concerns at the log yard with the complainant. The Snyder property in now in compliance. The Shaw property has been sold and is back to residential. He will address any violations there in the spring.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of October totaled $3,473.00. Of this total, $2,022.20 was paid to Supervisor Ridgeway for town revenue. This report is on file in the Town Clerk’s office and available for public inspection. The Town Clerk and Deputy Clerk attended the water and sewer district workshop at Tailwater Lodge in Altmar. They will attend an update for Tax Collectors at the county building in Oswego on November 20th.

Engineers – Dustin Clark, Antony Young and Jacqueline Novak of Barton & Loguidice were present to update the Town Board on current projects. Mr. Young reported that NYS’s Resiliency and Economic Development Initiative (REDI) applications must be completed by December 2nd. Ms. Novak has been working on this paperwork for the sewer study. Supervisor Ridgeway will attend a REDI meeting on November 14th and on November 20th Mr. Young and Supervisor Ridgeway will travel to Albany for another REDI meeting.

**RESOLUTION 104-19**

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

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

 0 No

 1 Absent Warner

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

**DESIGNATING Town Supervisor or Deputy Supervisor TO EXECUTE THE NYS Environmental Facilities Corpration Resiliency and Economic Development Initiative GRANT**

**AGREEMENT FOR THE “CO.66 NEW SANDY CREEK sEWER DISTRICT”**

**WHEREAS**, the Town of Sandy Creek (Town) submitted a Funding Application for a new Sanitary Sewer District Engineering Study (Project); and

**WHEREAS**, the Project has been selected to receive a Resiliency and Economic Development Initiative Grant (Grant) up to $200,000 through the New York State Resiliency and Economic Development Imitative (REDI) program;

**WHEREAS**, certain agreements, contracts and other documents are required to be executed by the Town in order to secure the REDI Funds; and

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Town Supervisor or Deputy Supervisor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Town of Sandy Creek’s obligations under the Resiliency and Economic Development Initiative Agreement.

**BE IT FURTHER RESOLVED**, that this Resolution shall take place immediately.

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows: Supervisor Nancy Ridgeway Aye

 Deputy Supervisor Ruth E. Scheppard Aye

 Councilman Nola J. Gove Aye

 Councilman John W. Wood, Jr. Aye

 Councilman Dave Warner Absent

The foregoing resolution was thereupon declared duly adopted.

**RESOLUTION 105-19**

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

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

 0 No

 1 Absent Warner

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

**AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH FOR THE NYS Environmental Facilities Corporation resiliency and economic development initiative GRANT FOR**

**THE “CO.66 NEW SANDY CREEK sEWER DISTRICT”**

**WHEREAS**, the Town has been notified of the award of a $200,000 Resiliency and Economic Development initiative (REDI) Grant by the New York State Environmental Facilities Corporation (NYSEFC) for a Sanitary Sewer Engineering Study (the Project); and

**WHEREAS**, NYSEFC requires a 5% local match of the total project cost; and

**WHEREAS**, the 5% local match for this grant is $10,000, which the Town will pay through the General Fund balance.

**NOW, THEREFORE**,

**BE IT RESOLVED** that the Town of Sandy Creek authorizes and appropriates a minimum of 5% local match as required by the Resiliency and Economic Development Initiative Grant Program for the New Sandy Creek Sanitary Sewer Project. Under the Resiliency and Economic Development Initiative Grant Program, this local match must be at least 5% of the grant award of $200,000. The source of the local match, and any amount in excess of the required match, shall be from the General Fund. The maximum local share appropriated subject to any changes agreed to by the Town of Sandy Creek Board of Trustees shall not exceed $10,000 based upon a total estimated maximum project cost of Two-Hundred Thousand Dollars ($200,000).

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows: Supervisor Nancy Ridgeway Aye

 Deputy Supervisor Ruth E. Scheppard Aye

 Councilman Nola J. Gove Aye

 Councilman John W. Wood, Jr. Aye

 Councilman Dave Warner Absent

The foregoing resolution was thereupon declared duly adopted.

The sewer study was discussed. Supervisor Ridgeway explained that the YMCA Bridge project is a large project and will require much work. It is located in the Town of Sandy Creek but is owned by Oswego County. The county will be in charge of this project. Its name comes from the YMCA camp that was located near there in the 1920’s and 30’s. There is some controversy with the way the REDI applications and funding for the marinas is being handled. B&L was very helpful in preparing two resolutions that the town needs for the North Pond Resiliency Project.

**RESOLUTION 106-19**

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

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

 0 No

 1 Absent Warner

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

**DESIGNATING Town Supervisor or Deputy Supervisor TO EXECUTE THE NYS Environmental Facilitiies CORPORATION resiliency and economic development initiative grant**

**AGREEMENT FOR the “CO.77 North Sandy Pond Resiliency Project, Barrier Bars”**

**WHEREAS**, the Town of Sandy Creek (Town) submitted a Funding Application for a North Sandy Pond Resiliency Project (Project); and

**WHEREAS**, the Project has been selected to receive a Resiliency and Economic Development Initiative Grant (Grant) up to $600,000 through the New York State Resiliency and Economic Development Initiative (REDI) program;

**WHEREAS**, certain agreements, contracts and other documents are required to be executed by the Town in order to secure the REDI Funds; and

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Town Supervisor or Deputy Supervisor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Town of Sandy Creek’s obligations under the Resiliency and Economic Development Initiative Agreement.

**BE IT FURTHER RESOLVED**, that this Resolution shall take place immediately.

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows: Supervisor Nancy Ridgeway Aye

 Deputy Supervisor Ruth E. Scheppard Aye

 Councilman Nola J. Gove Aye

 Councilman John W. Wood, Jr. Aye

 Councilman Dave Warner Absent

The foregoing resolution was thereupon declared duly adopted.

**RESOLUTION 107-19**

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

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

 0 No

 1 Absent Warner

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

**AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH FOR THE NYS ENVIRONMENTAL FACILITIES CORPORATION Resiliency and Economic Development Initative GRANT FOR**

**the “CO.77 North Sandy Pond Resiliency Project, Barrier Bars”**

**WHEREAS**, the Town has been notified of the award of a $600,000 Resiliency and Economic Development Initiative (REDI) Grant by the New York State Environmental Facilities Corporation (NYSEFC) for the North Sandy Pond Resiliency Project (the Project); and

**WHEREAS**, NYSEFC requires a 5% local match of the total project cost; and

**WHEREAS**, the 5% local match for this grant is $30,000, which the Town will pay through the General Fund Balance.

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Town of Sandy Creek authorizes and appropriates a minimum of 5% local match as required by the Resiliency and Economic Development Imitative Grant Program for the North Sandy Pond Resiliency Project. Under the Resiliency and Economic Development Initiative Grant Program, this local match must be at least 5% of the grant award of $600,000. The source of the local match, and any amount in excess of the required match, shall be from the General Fund. The maximum local share appropriated subject to any changes agreed to by the Town of Sandy Creek Board of Trustees shall not exceed $30,000 based upon a total estimated maximum project cost of Six-Hundred Thousand Dollars ($600,000).

The question of adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows: Supervisor Nancy Ridgeway Aye

 Deputy Supervisor Ruth E. Scheppard Aye

 Councilman Nola J. Gove Aye

 Councilman John W. Wood, Jr. Aye

 Councilman Dave Warner Absent

The foregoing resolution was thereupon declared duly adopted.

The town is still waiting for NYS DEC approval on the Water District #3 project. B&L hopes that we will see a permit with stipulations in the next few weeks.

PUBLIC COMMENT – There was none at this time.

CEO Howland also reported that he has been talking to the DEC and Attorney Prosachik about our Flood Plain Local Law. There is a property owner on Chipman Lane in a flood zone. He needs a $500 permit from the town and must hire a surveyor and an engineer for work on his property. He also must certify that the work he wants to do will not impact his neighbors in any way. Mr. Howland cannot certify this and is admittedly not enforcing this local law currently. Attorney Prosachik is looking into this local issue. The Town of Mexico has the same concerns.

Mr. Young is still working on increasing the total amount for our Water District #3 project as it has received $5.5 million in grant money since it was originally formed. These projects are no longer capped.

**OLD BUSINESS**

**RESOLUTION 108-19**

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

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

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek awards the bid for the North Barrier Beach and Dune Restoration labor for the North Sandy Pond Resiliency Project to B.D.S. Interior/Exterior LLC for a base bid total lump sum price of $279,998.50 with a pro-rata price rate for reduction or increase of $15.50 per cubic yard.

**NEW BUSINESS**

**RESOLUTION 109-19**

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

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

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek approves the Williamson Law Book Municipal Accounting Software Support Contract for November 1, 2019 – October 31, 2020 for $987.00.

**RESOLUTION 110-19**

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

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

 0 No

 1 Absent Warner

**Resolved** that the Town Board of the Town of Sandy Creek approves the 2020 budget of the Town of Sandy Creek.

**RESOLUTION 111-19**

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

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

 0 No

 1 Absent Warner

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

**From Description To Description Amount**

A1990.4 Contingent A1355.2 Assessor Equipment $ 16.00

A1990.4 Contingent A1355.4 Assessor Contractual 478.00

SW1-1990.4 Contingent SW1-8397.2 Water Meters & Equipment 4,000.00

**APROVAL OF BILLS**

**RESOLUTION 112-19**

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

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

 0 No

 1 Absent Warner

**Resolved** that the bills be paid on Abstract #20 in the following amounts:

General Fund $ 285.08

Trust & Agency $ 9,531.64

**And** on Abstract #21 in the following amounts:

General Fund $ 51,597.17

Highway Fund $ 84,367.45

Sewer Study- H1 $ 4,000.00

Water Project #3- H3 $ 56,901.53

N Pond Shoreline-H4 $ 9,497.87

Water District #1-SW $ 14,176.68

Water District #2-SW $ 13,765.43

Water District #3-SW $ 2,021.35

Trust & Agency $ 6,699.31

**RESOLUTION 113-19**

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

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

 0 No

 1 Absent Warner

**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. Attorney Prosachik was invited in. Everyone else left the meeting, except Town Clerk Miller and Deputy Washburn waited in her office for the open meeting to resume.

**RESOLUTION 114-19**

**On motion** made by Ruth E. Scheppard, and seconded by Nola J. Gove, 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 9:01 pm.

The Town Board reviewed photographs that Jim Jerome emailed of this year’s flood damage.

The next meeting of the Water Advisory Committee will be November 25th at 6 pm and the next regular monthly meeting of the Town Board will be December 11th at 7 pm.

**On motion** by Ruth E. Scheppard, and seconded by John W. Wood, Jr., and carried unanimously, the meeting was adjourned at 9:05 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk