**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:** August 11, 2021

**Kind of Meeting:** Regular Meeting

**Place:** Town Hall

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

Ruth E. Scheppard Michael C. Kastler

Nola J. Gove Tammy L. Miller

John W. Wood, Jr. Dustin Clark, P.E.

Dave Warner Brett McVoy

Michael G. Yerdon

Norma Newman

Wayne Miller

Shirley Rice

Carol Rohrmoser

Pat McDougal

William J. Joyce left @ 7:11 pm

Darrin Harten

Steve Balcom

Janet Creech in @ 7:49 pm

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

**RESOLUTION 56-21**

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 minutes of the July 14th meeting are approved as written.

**FINANCIAL REPORT**

The monthly financial report of the Supervisor for July 2021 was filed today in the Town Clerk’s office. The Town Board received a copy tonight.

**REPORTS:**

Sole Assessor- Rebecca Trudell’s report has been filed in the Town Clerk’s office. No petitions for a small claims assessment review were received this year. Property sales, splits and mergers are being updated.

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 and water department reports

Historian – Peggy Rice’s written report for July has been filed in the Town Clerk’s office.

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

Legislator – County Legislator Michael G. Yerdon reported that the July 29th Covid vaccination clinic held at the Sandy Creek Fire Department was one of the most successful in the past two and a half months. Sixty-six vaccines were administered, including one home-bound and twelve individuals between the ages of 12 to 25 years old. There will be another clinic on August 19th. The 13083 zip code has one of the lowest vaccination rates in the area. Legislator Yerdon invited everyone to the Legislature meeting on August 12th at 2 pm at the courthouse in Pulaski.

Library – Library Director Jessica Godfrey e-mailed her report today.

NOCA – Representative Nancy Dingman was excused from tonight’s meeting.

Planning Board – Bill Joyce reported for the Sandy Creek Regional Planning Board. A proposed solar project in the village is currently being revamped. The proposed amendment of the by-laws need approval from the Town Board and the Village Board of Trustees. Reducing the amount of members from 8 to 7 is proposed with 5 representing the town and 2 from the village. It is also proposed that if a member misses a meeting, he or she will not be paid that month. The Town Board wants time to read the by-laws and plans to vote on them at next month’s meeting.

Code Enforcement Officer – John Howland was excused this evening. His report for July 2021 is on file in the Town Clerk’s office. Supervisor Ridgeway reported that there were 20 permits and 3 violation notices issued.

Board of Appeals – Chairman Michael Kastler reported that the Board of Appeals has granted a variance to Krista L. Poole, Executor of the Gretchen K. Feussner Estate at 62-64 Wigwam Dr (027.07-01-22) to sub-divide the parcel into two parcels.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of July totaled $3,202.60. Of this total, $2,841.49 was town revenue. This report is on file in her office and available for public inspection. On August 2nd hunting licenses went on sale for the season. Mrs. Miller will check with Frontier about getting the internet upgrade installed.

**PUBLIC COMMENT: Norma Newman** of **Wigwam Drive** asked about installing water main on Sunset Lane in Water District #1. Superintendent Kastler responded that there is approximately $70,000 of unallocated fund balance that the Town Board may want to consider using for this purpose. There are three property owners in the district that now want public water on that road. The town still needs to get quotes. **Pat McDougal** of **S Sandy Pond Inlet** asked if the Town of Richland still has a water board. She also asked if the town had heard anything from the DEC regarding the CEHA variance application. Supervisor Ridgeway stated that the town has received no final decision, but she was told that the paperwork is being reviewed by the top officials at the DEC. **Wayne Miller** of **Cove Road** asked about the swans on Sandy Pond. He has only seen two lately. Councilman Warner explained that the swans are actually invasive species to our area.

Engineers – Dustin Clark and Brett McVoy of Barton & Loguidice were present to update the Town Board on the current water project. Mr. McVoy reported that 80% of the total length of the water main has been installed and 66% of the curb stops have been installed. There is one mainline and two directional crews currently working on the project. A resin shortage for PVC pipe is causing supply chain issues. WD Malone is currently unable to get 10” PVC water main. State Route 13 in Richland is affected by this. Therefore, the contractor may need an extension for the project. State Route 3 will be completed after NYS Comptroller approval of the additional funding. A conference call was held last week to discuss the short term financing plan.

**OLD BUSINESS:**

Supervisor Ridgeway and her Deputy Ruth Scheppard attended a County Supervisors and Mayors meeting on July 28th regarding the American Rescue Plan Act (ARPA) funding.

**NEW BUSINESS:**

**RESOLUTION 57-21**

On motion by Ruth E. 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 EDU assignments:

**Tax ID EDU Property Location Property Owner Due To**

048.00-01-19 1.00 48 Balcom Dr Vautrin Merge

028.00-01-12.29 0.10 St Rt 3 Jones Estate Split

028.00-01-12.27 0.10 Co Rt 15 Weston Split

028.00-01-12.30 0.10 St Rt 3 (Co Rt 15) Marble Split

028.00-02-06.01 0.00 Co Rt 15 Tousant Split in Ag. District

027.19-01-25 1.00 9 Virginia Ave McKenzie Merge

027.19-01-26 1.00 4 Virginia Ave McKenzie Merge

018.00-01-18.03 0.50 Blind Creek Dr Borzor Split

018.00-01-18.04 1.00 74 Blind Creek Dr Wilder Split

A discussion was held about billing public water users for labor for emergencies and repairs that are caused by the homeowner and/or are the homeowner’s responsibility. Parts are billed according to the current pricing.

**RESOLUTION 58-21**

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 Town Board of the Town of Sandy Creek will bill water users $50 per hour for labor during the regular weekday business hours of 7 am to 3:30 pm and $150 per hour for labor for after-hours and weekend house calls.

**RESOLUTION 59-21**

On motion by Ruth E. Scheppard, 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 renew the apartment lease agreement with Michael C. Kastler for $625 per month effective July 2021.

The PRV vault placement was discussed. Both the Town of Richland and Sandy Creek want to remove the vault from the Harten property as soon as possible. Mr. Harten would like to know the timeframe involved. WD Malone must get a crane to move it. Supervisor Ridgeway will let Mr. Harten know before it is moved.

**TRANSFER OF FUNDS**

**RESOLUTION 60-21**

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

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

0 No

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

**From Description To Description Amount**

A7410.46 Library Buildings & Grounds A7110.1 Parks- personal services $ 700.00

SW3-909 Fund Balance Unreserved SW3-882 Fund Balance Reserved 60,000.00

SW2-909 Fund Balance Unreserved SW2-882 Fund Balance Reserved 53,000.00

**APROVAL OF BILLS**

**RESOLUTION 61-21**

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 bills be paid on Abstract #14 in the following amounts:

General Fund $ 544.08

Trust & Agency $ 10,564.15

**And** on Abstract #15 in the following amounts:

General Fund $ 18,827.27

Highway Fund $ 28,427.35

Water District #3- H3 $ 661,994.98

Water District #1-SW $ 2,254.64

Water District #2-SW $ 477.15

Water District #3-SW $ 74,183.02

Trust & Agency $ 10,861.01

The next regular monthly meeting will be held September 8th at 7 pm.

In news from Governor Cuomo, a new “turtle crossing” in Jefferson County will protect turtles from the threat of cars. Working in coordination with the NYS DEC, the Jefferson County Highway Department installed the first turtle crossing sign to help Blanding’s turtles, a threatened species of turtle, travel between Chaumont Bay and Lake Ontario and safely avoid oncoming vehicles.

**RESOLUTION 62-21**

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

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

0 No

**BE IT RESOLVED** that the Town Board of the Town of Sandy Creek will enter executive session at 7:53 pm to discuss proposed litigation. Everyone left the meeting except Dustin Clark, Brett McVoy and Town Clerk Miller.

**RESOLUTION 63-21**

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 Board of the Town of Sandy Creek will exit executive session at 8:18 pm.

**RESOLUTION 64-21**

On motion by Ruth E. Scheppard, seconded by Dave Warner, 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 agrees to remove the PRV vault for the Water District #3 project from the Harten property on the corner of Hilton Road and Co Rt 62.

**RESOLUTION 65-21**

On motion by Ruth E. Scheppard, seconded by Nancy Ridgeway, 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 requests Barton & Loguidice to work with WD Malone to finalize a quote to remove the Pressure Reducing Vault on Hilton Road and re-install it; requests Attorney Joe Russell to prepare and coordinate the necessary legal actions; authorizes Town Supervisor Nancy Ridgeway to sign a change order with WD Malone for the additional work; and authorizes Supervisor Ridgeway to sign a contract amendment with Barton & Loguidice reducing their contract by the same amount.

The EDU agreement with Bernard Rafferty was discussed.

**On motion** by Nola J. Gove, and seconded by Dave Warner, and carried unanimously, the meeting was adjourned at 8:26 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk