**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:** February 9, 2022

**Kind of Meeting:** Regular Meeting

**Place:** Town Hall

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

 Ruth E. Scheppard Michael C. Kastler

 Nola J. Gove Tammy L. Miller

 John W. Wood, Jr. Dustin Clark

 Dave Warner Brittany M. Washburn

 Jessica Godfrey

 Michael G. Yerdon- left @8:06 pm

 Bill Joyce –left @ 7:35 pm

 Wayne Miller

 Pat McDougal- 7:16 to 8:06 pm

**CALL TO ORDER:**

Town Supervisor Timothy D. Ridgeway called the meeting to order at 7:01 pm with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**RESOLUTION 15-22**

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 January12th meeting are approved as written.

**FINANCIAL REPORT**

The monthly financial report of the Supervisor for January was filed in the Town Clerk’s office on February 8th and copies were delivered to Town Board member’s mailboxes.

**REPORTS:**

Highway/Water Superintendent – Michael C. Kastler read his highway and water department reports for January. Mr. Kastler reported that there was one Covid positive case and two quarantines in the highway department last month. He has compiled a list of possible ways to spend down the town’s unallocated fund balances for the Town Board to review and decide whether to spend some or place it in reserve funds. Councilman Warner asked questions about replacing the current Badger meters with the new Zenner ones. Badger meters are still functioning, but can no longer be repaired or replaced. The Zenner meters report daily to the Town Hall making leak detection easier and quicker. Councilman Scheppard wants to review the idea list for discussion at the March meeting. The list includes a quote for cleaning of stones at Noyes Cemetery.

Sole Assessor- Rebecca Trudell’s January Town Board report has been filed in the Town Clerk’s office.

Dog Control Officer – Anne Derr prepared a report for the Town Board and it is filed in the Town Clerk’s office.

Historian – Peggy Rice filed a written report for January.

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 Oswego County Legislature held their organizational meeting in January. The county ordered 30,000 Covid19 test kits for distribution. The Sandy Creek Fire Department has agreed to be a site for distribution after the kits arrive. The legislature’s monthly meeting is February 10th. Congressional districts are being redrawn. Oswego County will still have two federal districts, but the lines will change. The Town of Sandy Creek will be part of a new huge District 24 stretching from Alexandria Bay to Buffalo along Lake Ontario. The southern towns in the county will be part of District 21. NYS Senator Patty Ritchie is retiring. NYS Senator Joseph Griffo will likely represent all of Oswego County and Assemblyman Will Barclay will continue to represent all of Oswego County.

Library – Library Director Jessica Godfrey gave copies of the library’s newsletter and calendar to the Town Board. The winner of the wine basket will be announced on February 11th at 3 pm on Facebook Live. She reviewed the annual statistics report with the Town Board. Covid19 hit the library hard and it is slowly recovering. It is back open regular hours. Due to social distancing only four computers are available for public use. E-media borrowing was increased during the pandemic helping to make the total number of loans constant. Borrowers can request books from out-of-state. The library has received books from as far away as Arizona. The library’s annual report is due February 22nd. Every single grab-and-go bag counts so programming numbers are greatly increased.

NOCA – Northern Oswego County Ambulance’s quarterly financial report was received and filed in the Town Clerk’s office.

Planning Board – Bill Joyce reported that the minutes from the February 2nd meeting have been filed. Their annual sexual harassment and discrimination training is complete for 2022. They have recommended a six month moratorium on solar farms in the Village of Sandy Creek. There have been many complaints on the amount of poles installed near US Rt 11 for the two solar sites there. The village board agreed to pursue the moratorium. Mr. Joyce left the meeting at 7:35 pm.

Code Enforcement Officer – John Howland was excused for vacation tonight. His report for January is filed in the Town Clerk’s office.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of January totaled $1,463.50 of which $1,249.89 was town income. The report is on file in her office and available for public inspection. Supervisor Ridgeway received the full 2022 town budget on January 31st. On that date over 68% of all town and county taxes had been collected with 2,189 tax bills processed. Information on the 2022 Training School and Annual Meeting of the Association of Towns is available in the Town Clerk’s office. It will be held February 20th – 23rd virtually. The NYS Tug Hill Commission 31st Annual Local Government Conference will be held April 19th at Turning Stone Event Center. Town officials need to give their class choices to the Town Clerk’s office before March 9th to have the town pay the registration fee directly.

Engineers – Dustin Clark, P.E. of Barton & Loguidice was present to update the Town Board on the water project. NYS DEC has officially denied the CEHA variance. The proposed Water District #4 would likely have less EDU’s than WD #1 or #3 and cost significantly more. Mr. Clark and the Town Board reviewed the Short Environmental Assessment Form Part 2- Impact Assessment and Part 3- Determination of Significance for Water District #1’s Sunset Lane project. B&L had previously sent letters to all involved agencies.

**RESOLUTION 16-22**

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

**Proposed Action: TOWN OF SANDY CREEK WATER DISTRICT NO. 1 – SUNSET LANE WATER PROJECT**

**RESOLUTION DETERMINING THAT THE PROPOSED TOWN OF SANDY CREEK WATER DISTRICT NO. 1 – SUNSET LANE WATER Project IS AN UNLISTED ACTION AND WILL NOT HAVE A SIGNIFICANT ADVERSE IMPACT ON THE ENVIRONMENT**

**WHEREAS,** the Town of Sandy Creek (Town) is proposing the Town of Sandy Creek Water District No. 1 - Sunset Lane Water Project (Project), located in the Town of Sandy Creek, Oswego County, New York; and

**WHEREAS**, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (“SEQRA”) and the implementing regulations at 6 NYCRR Part 617 (the “Regulations”), the Town of Sandy Creek Town Board desires to comply with SEQRA and the Regulations; and

**WHEREAS,** the Project has been classified as an “Unlisted Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.2; and

**WHEREAS**, the Town of Sandy Creek Town Board sent a letter and Part 1 of a Short Environmental Assessment Form (SEAF) to other potentially “Interested Agencies” and “Involved Agencies” (as these terms are defined in the SEQRA Regulations found at 6 NYCRR Part 617.2), indicating the Town of Sandy Creek Town Board’s desire to serve as the “Lead Agency” (as this quoted term is defined in the SEQRA Regulations) and to complete a coordinated review of the Project (in accordance with 6 NYCRR Part 617.6); and

**WHEREAS,** responses from Interested and Involved Agencies were requested, and each of the potentially Interested and Involved Agencies has agreed to, or raised no objections to, the Town of Sandy Creek Town Board serving as Lead Agency for the Project; and

**WHEREAS**, pursuant to the SEQRA Regulations, the Town of Sandy Creek Town Board has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.7 of the SEQRA Regulations, and (b) examining the SEAF for the Project, including the facts and conclusions in Parts 1, 2 and 3 of the SEAF, together with other available supporting information, to identify the relevant areas of environmental concern.

**NOW, THEREFORE, BE IT RESOLVED,** that the Town of Sandy Creek Town Board hereby establishes itself as Lead Agency for the Project; and

**BE IT FURTHER RESOLVED**, that based upon an examination of the SEAF and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, and based further upon the Town of Sandy Creek Town Board’s knowledge of the area surrounding the Project, the Town of Sandy Creek Town Boardmakes the determination that the Project will not have a significant adverse environmental impact and that the Project will not require the preparation of a Draft Environmental Impact Statement; and

**BE IT FURTHER RESOLVED**, that as a consequence of such findings and declaration, and in compliance with the requirements of SEQRA, the Town of Sandy Creek Town Board, as Lead Agency, hereby directs the Town of Sandy Creek Town Supervisor to sign the SEAF Part 3 – Determination of Significance indicating that the project will not result in one or more potentially large or significant adverse impacts (negative declaration); this Resolution shall take effect immediately.

**PUBLIC COMMENT:** There was none at this time

**OLD BUSINESS:**

Eight welcome signs for the town have been received from Built Strong CNC, Inc. Superintendent Kastler will obtain the necessary state and county permits to install the signs.

**RESOLUTION 17-22**

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 accepts the memorandum of understanding from Bonadio & Co., LLP for professional consulting services related to the American Rescue Plan Act (ARPA) and authorizes Town Supervisor Timothy D. Ridgeway to sign the terms and conditions as stated in the engagement letter dated January 27, 2022 from Gregg Evans, CPA and Partner.

**NEW BUSINESS:**

After lengthy discussion regarding the salary of a new bookkeeper the Town Board agreed not to change **Resolution 12-22** from the January 12th meeting. Any changes will occur through the regular budget process.

**RESOLUTION 18-22**

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 approves the Polling Site Agreement with the Oswego County Board of Elections for the purpose of conducting elections on June 28 and November 8, 2022 from 5 am to 9:30 pm each day.

**RESOLUTION 19-22**

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

**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 #16:

**A.5** Fiscal Coordination - $7,000 move from contingency;

**A.10** Legal – Barclay Damon LLP – Create new budget line and move $24,900 from contingency for new agreement

The reason for these modifications is due to the increase in project costs, which required a BAN for the additional costs as well as additional legal assistance to complete project.

tHis BUDGETARY modification RESULTED IN a TOTAL DECREASE of CONTINGENCy BY $31,900, making total contingency, $363,661.06 on the upcoming form E #16.

**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** Form E #16 is modified as listed above.

Councilman Scheppard discussed the Sandy Pond Channel Maintenance Association’s request for 2022 budget funds and a new proposed project that includes Tom Hart’s work on a management plan.

**RESOLUTION 20-22**

On motion by Nola J. Gove, seconded by Timothy 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 approves paying Sandy Pond Channel Maintenance Association $30,000 toward reimbursement of dredging expenses.

**APPROVAL OF BILLS**

**RESOLUTION 21-22**

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 #2 in the following amounts:

General Fund $ 2,504.47

Water District #1-SW $ 365.21

Water District #2-SW $ 2.12

Water District #3-SW $ 174.07

Trust & Agency $ 16,753.26

**And** on Abstract #3 in the following amounts:

General Fund $ 89,395.94

Highway Fund $ 39,656.02

Water District #3- H3 $ 32,285.71

Water District #1-SW $ 472,796.51

Water District #2-SW $ 634.52

Water District #3-SW $ 2,757.65

Trust & Agency $ 11,602.35

The next regular monthly meeting will be held March 9th at 7 pm

**On motion** by Nola J. Gove, and seconded by Ruth E. Scheppard, and carried unanimously, the meeting was adjourned at 8:36 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk