

**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, 2014

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

**Place:** Town Hall

**Board Members Present:**

Ruth E. Scheppard  
Nola J. Gove  
John Wood, Jr.

**Others Present:**

Tammy Miller  
Michael C. Kastler  
Allison J. Nelson  
Margaret Kastler  
Norma Newman  
John Howland (at 7:30pm)  
Lyndie Wood  
Jim Forsyth  
Wayne Miller  
Charlie Rose  
Brittnea Bryden  
Barbara Alton  
Manasseh Burt  
Dustin Clark  
Cathleen Goodnough  
Roy Narish  
Eric Pappa  
Barbara Kelly  
Ed Kondratowicz  
Martin Sliva

**Absent:** Nancy Ridgeway & Kevin Halsey

**CALL TO ORDER:**

Deputy Supervisor Ruth Scheppard called the meeting to order at 7:05 pm with the Pledge of Allegiance.

**RESOLUTION 01-14**

On motion by John Wood, seconded by Nola Gove, the following resolution was

ADOPTED – 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the Town of Sandy Creek executes and files the following Official Undertaking:

**TOWN OF SANDY CREEK**  
**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**



Records Management Officer: Tammy L. Miller- term expires 12/31/17  
Marriage Officer: Tammy L. Miller- term expires 12/31/17  
Registrar of Vital Statistics: Tammy L. Miller- term expires 12/31/17  
Records Access Officer: Sandra J. Besaw  
Attorney-for-the-Town: Allison J. Nelson  
Town Historian: Charlene Cole  
Code Enforcement Officer: John Howland  
Dog Control Officer: Marjorie O’Grady-McCann  
Emergency Management Coordinator: Nancy Ridgeway

**RESOLUTION 03-14**

On motion by Ruth Scheppard, seconded by John Wood, the following resolution was  
ADOPTED – 3 Ayes Scheppard, Gove, Wood  
0 No  
2 Absent Ridgeway, Halsey

**Resolved** that the Town of Sandy Creek designates the *Watertown Daily Times* as the official newspaper of the town.

**RESOLUTION 04-14**

On motion by John Wood, seconded by Nola Gove, the following resolution was  
ADOPTED – 3 Ayes Scheppard, Gove, Wood  
2 Absent Ridgeway, Halsey

**Resolved** that the Town of Sandy Creek accepts the state or county bids for gas, oil, and fuel; accepts the Oswego 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 2014; sets the mileage rate for 2014 at 56 cents per mile; approves town officials attending their 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 7:11 pm..

**PUBLIC COMMENTS:** Charlie Rose, Town Supervisor of the Town of Boylston proposed consolidating Boylston’s Justice Court with the Town of Sandy Creek’s due to security and economic issues. The Town of Boylston court handles a very small volume of cases each year. The Town of Sandy Creek would keep all fines and fees associated with these cases.

**APPROVAL OF MINUTES:**

**RESOLUTION 05-14**

On motion by Ruth Scheppard, seconded by Nola Gove, the following resolution was  
ADOPTED - 3 Ayes Scheppard, Gove, Wood  
0 No  
2 Absent Ridgeway, Halsey

**Resolved** that the minutes of the December 3<sup>rd</sup>, 9<sup>th</sup>, 12<sup>th</sup> and 30<sup>th</sup> meetings are approved as written.

**FINANCIAL REPORT**

The December monthly financial report of the Supervisor was not available at this time.

**REPORTS:**

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

Dog Control Officer – Marjorie O’Grady-McCann was absent this evening.

Historian – Charlene Cole’s monthly report is on file in the Town Clerk’s office and available for public inspection.

Town Justice- The monthly reports of the Town Justices have been received by the Town Supervisor and filed in the Town Clerk’s office.

Legislator – Margaret Kastler reported that she has not received her committee assignments yet. She explained why the tax rates in each Oswego County town differ on the county tax line of the January tax bills.

Library – Barbara Alton reported that a furnace at the library is not working properly. The library will be closed when Sandy Creek Central School closes.

NOCA – The report from Northern Oswego County Ambulance was received and filed today.

Planning Board – January’s meeting was cancelled due to weather.

Highway Superintendent – Michael C. Kastler read his monthly report and it is on file in the Town Clerk’s office. He reported that the water level of both North and South Sandy Ponds are exceptionally high today. The damage will be surveyed on January 14<sup>th</sup>. He also reported on problems with the library’s furnace and generator.

**RESOLUTION 06-14**

**Whereas**, the malfunctioning of the furnace at the Annie Porter Ainsworth Memorial Library was an unforeseen occurrence, and

**Whereas** the furnace must be in working order to protect the library building, which is owned by the Town of Sandy Creek, and

**Whereas** this situation requires immediate action which cannot await competitive bidding,

**On motion** by Ruth Scheppard, seconded by John Wood, the following resolution was ADOPTED - 3 Ayes                Scheppard, Gove, Wood

0 No

2 Absent                Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek declares an emergency at the Annie Porter Ainsworth Memorial Library and will authorize MT Heating & Electrical to install a new furnace there.

Code Enforcement Officer – John Howland’s report for 2013 is on file in the Town Clerk’s office. He will be attending annual training school April 1 – 4<sup>th</sup>. The burned out structure on the Jones property was discussed. He suggested waiting until spring to hold an administrative hearing.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of December totaled \$1,712.78. The Town Clerk’s 2013 Annual Report shows total receipts and disbursements of \$39,410.33. Also, 77 disabled parking permits were issued to Town of Sandy Creek residents in 2013. These reports are on file in her office and are available for public inspection. The office of the Town Clerk will be closed on January

20<sup>th</sup> in observance of Martin Luther King, Jr. Day. Taxes will be collected on Saturday, January 11<sup>th</sup> and 25<sup>th</sup> from 1 to 3 pm. Mrs. Miller offered the Town Clerk and Tax Collection books and records for the annual audit by the Town Board. Registration for the NYS Tug Hill Commission 25<sup>th</sup> Annual Local Government Conference on March 27<sup>th</sup> should be returned to the Town Clerk's office before the February 12<sup>th</sup> meeting. Information on the 2014 Training School and Annual Meeting of the Association of Towns is available in the Town Clerk's office.

Water Advisory Committee- The Water Advisory Committee meeting was rescheduled for tonight at 6:00 pm due to bad weather on January 6<sup>th</sup>. Chairman Norma Newman reported that the WAC recommends approval of the schedule of fees presented tonight. They also recommend a correction on the 2014 tax bill #2845 for a vacant parcel, tax ID # 028.09-01-01.2 on Volcko Tract owned by Frank J. Volcko, Jr. He was charged 1.5 EDU when it was meant to be 0.5 EDU.

**RESOLUTION 07-14**

On motion by Ruth Scheppard, seconded by John Wood, the following resolution was ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek requests that the Sole Assessor begin the correction process with Oswego County for tax bill #2845 reducing the EDU for Water District #1 from 1.5 to 0.5 on this parcel.

Other issues with EDU assessments were discussed.

Barton & Loguidice, P.C. – Dustin Clark, P.E. was present to update the board on the water projects. Construction of Water District #1 will pick up soon. The Army Corp of Engineers permit was discussed. The design is complete on the three additional sections. Easements were the big discussion. There are approximately 115 left to be signed and approximately 80 are essential for the project. A \$600,000 CDBG grant was awarded to the Town for Water District #2. We are still waiting for a response from the USDA-RD on the project.

**RESOLUTION 08-14**

On motion by Ruth Scheppard, seconded by John Wood, the following resolution was ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**RESOLUTION/ORDER SCHEDULING PUBLIC HEARING  
PERTAINING TO THE PROPOSED FORMATION OF THE  
TOWN OF SANDY CREEK WATER DISTRICT NO. 2  
PURSUANT TO ARTICLE 12-A, SECTION 209-d OF THE TOWN LAW  
OF THE STATE OF NEW YORK**

WHEREAS, the Town Board for the Town of Sandy Creek, is considering the formation of a water district in the Town of Sandy Creek to be known as the Town of Sandy Creek Water District No. 2; and

WHEREAS, the Town Board believes it in the best interest of the citizens of the Town to form a water district, said proposed water distribution system to include, the areas described in Schedule A, attached hereto and made a part hereof; and

WHEREAS, to further consider a proposed water district to be known as the Town of Sandy Creek Water District No. 2, and pursuant to Article 12-A of the Town Law of the State of New York, the Town Board directed Barton & Loguidice, P.C., Consulting Engineers of 290 Elwood Davis Road, Box 3107, Syracuse, NY 13220, to prepare a Map, Plan and Report of the proposed water district; and

WHEREAS, said Map, Plan and Report was filed with the Town Clerk for the Town of Sandy Creek the 25th day of July, 2012, entitled Town of Sandy Creek Water District No. 2 Map, Plan and Report, July 2012; and

WHEREAS, this Board has reviewed the Map, Plan and Report, and wishes to schedule a public hearing regarding the possible formation of a water improvement district to be known as the Town of Sandy Creek Water District No. 2 pursuant to Article 12-A Section 209-d of the Town Law of the State of New York.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That this Board will hold a Public Hearing pursuant to Section 209-d of the Town Law of the State of New York on the 12<sup>th</sup> day of February, 2014 at 7 p.m. at the Town Hall, 1992 Harwood Drive, Sandy Creek, New York to consider the formation of a water district to be known as the Town of Sandy Creek Water District No. 2, and directs that notice of same be given pursuant to law.

2. That pertaining to the proposed water district, the Town Board does hereby find as follows:

a. A description of the boundaries of the proposed water district is more particularly set forth in Schedule A attached hereto and made a part hereof.

b. The improvements proposed would be as follows:

The proposed Town of Sandy Creek Water District No. 2 facilities generally include the installation of approximately 15,270 linear feet (2.9 miles) of new 8-inch ductile iron water main and appurtenances. The project also includes the installation of 7,850 linear feet of new private service laterals, installation of water meters and connection to the existing household piping for all houses within the proposed district. Hydrants would be installed at terminal ends and at approximate 600 feet intervals.

c. That the maximum amount proposed to be expended for the improvement and formation of the district is One Million Six Hundred Fifty Eight Thousand (\$1,658,000.00) Dollars.

d. Financing for the proposed project will be pursued through USDA Rural Development. It is anticipated that the proposed project will be eligible for a 38 year loan at 2.5% interest. It is also anticipated that the proposed project will receive USDA RD grant for \$1,000,000.

The resulting initial annual unit charge (capital cost and O&M charges) is estimated to be \$775 per equivalent dwelling unit (EDU). This charge represents

the total annual cost to a typical single family household, inclusive of water purchase.

e. The Map, Plan and Report describing such improvements as prepared by Barton & Loguidice, P.C., and filed in the Town Clerk's Office of the Town of Sandy Creek, is available for public inspection.

3. That the Town Clerk of the Town of Sandy Creek is hereby authorized and directed to publish a copy of this Resolution/Order in the Watertown Daily Times, the official newspaper for the Town of Sandy Creek, and to post a copy of same on the official bulletin board for the Town of Sandy Creek in the time and manner required by law.

**OLD BUSINESS:**

**RESOLUTION 09-14**

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

ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek approves the Addendum to the Collective Bargaining Agreement with Teamsters Local #317 that is in effect from January 1, 2012 through December 31, 2015 regarding the newly formed Water Department.

**RESOLUTION 10-14**

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

ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek accepts the proposal from Frontier to lower the town's monthly telephone and internet bill.

**RESOLUTION 11-14**

On motion by John Wood, seconded by Nola Gove, the following resolution was

ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek will purchase a Ford pick up truck for use by the Water Operator under the fleet agreement.

**NEW BUSINESS:** The Town Board is aware that the annual audit by the Town Board is due January 20<sup>th</sup>.

**APPROVAL OF BILLS**

**RESOLUTION 12-14**

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

ADOPTED - 3 Ayes            Scheppard, Gove, Wood

0 No

2 Absent            Ridgeway, Halsey

**Resolved** that the bills be paid on Abstract #1 in the following amounts:

General Fund	\$ 15,769.72
Trust & Agency	\$ 1,856.73
Highway Fund	\$ 12,000.87
Water District #1	\$370, 272.23
Water District #2	\$ 1,237.50

**TRANSFER OF FUNDS**

**RESOLUTION 13-14**

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

ADOPTED - 3 Ayes                Scheppard, Gove, Wood

0 No

2 Absent                Ridgeway, Halsey

**Resolved** that the Town Board of the Town of Sandy Creek authorizes the following transfers of funds to close 2013:

<b>From</b> B1990.4 Contingent Account	<b>to</b> B9030.8 Social Security/Medicare	\$ 2.00
B1990.4 Contingent Account	B8684.4 Comprehensive Plan	\$ 27.00
B1990.4 Contingent Account	B5710.4 Waterways Navigation	\$19,222.00
DA5140.4 Brush&Weeds Contr.	DA5142.4 Snow Removal Contr.	\$ 2792.00

The need for easements was again discussed. The town has the contractor's schedule now. Attorney Nelson explained the eminent domain process.

**On motion** by Ruth Scheppard, seconded by John Wood and carried unanimously, the meeting was adjourned at 9:01 pm.

**Future Meeting Dates**

Regular monthly meeting – February 12<sup>h</sup> at 7 pm

Respectfully submitted,

Tammy L. Miller, RMC  
Town Clerk