

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: July 8, 2015

Kind of Meeting: Regular Meeting

Place: Town Hall

Board Members Present: Nancy Ridgeway
Ruth E. Scheppard
Nola J. Gove
Kevin Halsey

Others Present:
Tammy L. Miller
Manasseh Burt
Lesley C. Schmidt, Esq. @ 7:15 pm
Margaret Kastler
Shirley Rice
Pat McCullough
Giannina Cangemi-Binotto-left-7:12
Michelle C. Farrand-left @ 7:12
Jessica Godfrey- left @ 7:12
Norma Newman
Lou Pullano
Diane Brosch
Wayne Miller
Paul R. Walter
Richard W. Granville, Jr.
Creg Ivison

Absent: John W. Wood, Jr.

CALL TO ORDER:

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

APPROVAL OF MINUTES

RESOLUTION 76-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey

0 No

1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the minutes of the June 10th and 24th meetings as written.

FINANCIAL REPORT:

The Town Board received a copy of the monthly financial report of the Supervisor tonight. It was filed in the Town Clerk's office today.

REPORTS:

Assessor- Rhonda Weigand's report for June is on file in the Town Clerk's office.

Dog Control Officer- Elisa Dunn's written report for June is on file in the Town Clerk's office. She is excused tonight due to work.

Historian – Charlene Cole's monthly report is on file in the Town Clerk's office and available for public inspection. The total hours worked by the Historian department's volunteers reached over 100,000 hours since August 2001.

Town Justice- Judge Crast's report for June has been received by the Town Supervisor and filed in the Town Clerk's office.

Legislator – Margaret Kastler reported that a new director for Oswego County Solid Waste has been hired. The legislators will meet on July 9th at Camp Hollis and have a picnic with the children.

Library- President Michelle Farrand introduced the new library director Jessica Godfrey. She started June 24th and was a substitute director at the library previously. The new library hours as of July 1st are Monday, Tuesday, and Friday 10 am to 6 pm; Thursday noon to 8 pm for those who work during the day; and Saturday 10 am to 1 pm. The library will be closed every Wednesday and Sunday. Some evening programs will be planned. The trustees have received positive support from the village regarding the need for some signage. They are working on making the library grounds a smoke-free campus. Ms. Godfrey has hired two assistants to work two days per week and alternating Saturdays. She will begin programs soon. She has been cleaning and rearranging the Lincoln Room. She presented the Town Board with sketches of her vision for the basement of the library with added shelving, tables, chairs and sofas.

Planning Board – The Sandy Creek Regional Planning Board Chairman Shirley Rice reported on the July 7th meeting. This report is on file in the office of the Town Clerk. The Rowe Public Hearing was held. The Site Plan was approved with some stipulations. A Site Plan Review application has been received from Kevin Presley to open a carpentry shop at 5752 US Rt 11. The public hearing will be held on August 4th.

Highway/Water Superintendent – Superintendent Mike Kastler filed his reports in the Town Clerk's office. Supervisor Ridgeway read his highway report for June and Deputy Supervisor Scheppard read the water report.

Water Advisory Committee – Chairman Norma Newman reported. Minutes from the June 29th meeting have been filed in the Town Clerk's office. The committee has a list of recommended EDU changes for the Town Board's consideration this evening. Committee members will be canvassing some roads to gain more information for the proposed Water District #3 interest survey.

Code Enforcement Officer – John Howland's report for June is on file in the Town Clerk's office. He was excused this evening due to vacation.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of June totaled \$2,236.75. This report is on file in her office and available for public inspection.

Barton & Loguidice – Manasseh M. Burt, I.E., Engineer III was present to give updates on water districts 1, 2 and 3. In Water District #1 contract #4 is complete. We are working on paperwork for the EFC closing scheduled for October. Notice of Award was issued to North Country Contractors for Water District #2 on June 15th. RD has requested some additional paperwork. The additional information requested by NYSDOT resulted in approximately \$7,000 in additional costs. B&L will prepare an amendment to their agreement for next month's meeting. Water interest survey results

have been plotted on a map for the proposed Water District #3. Additional investigation is needed in some areas.

RESOLUTION 77-15

On motion by Ruth E. Scheppard, seconded by Kevin Halsey, the following resolution was

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

RESOLVED that the Town Board of the Town of Sandy Creek authorizes Town Supervisor Nancy Ridgeway to sign the contract with North Country Contractors, LLC for Water District #2 retroactive to June 24, 2015.

PUBLIC COMMENT – Creg Ivison asked the Town Board for a resolution endorsing the Pulaski Boylston Snowmobile Club, Inc.’s groomer purchase.

RESOLUTION 78-15

On motion by Ruth E. Scheppard, seconded by Kevin Halsey, the following resolution was

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

WHEREAS, the Pulaski Boylston Snowmobile Club Inc. is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under the Recreational Trails Program for Purchase of Snowmobile Trail Maintenance Equipment to be utilized in Northern Oswego County, an area located within the territorial jurisdiction of this Board; and

WHEREAS, as a requirement under the rules of these programs, said not-for-profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located";

NOW, THEREFORE, be it resolved by this body that the Town Board of The Town of Sandy Creek hereby does approve and endorse the application of the Pulaski Boylston Snowmobile Club Inc. for a grant under the Recreational Trails Program for a trail project known as “Groomer Purchase” and located within this community.

OLD BUSINESS

RESOLUTION 79-15

On motion by Kevin Halsey, seconded by Nola J. Gove, the following resolution was

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek accepts the lease agreement for the upstairs rental apartment with the Kastlers.

RESOLUTION 80-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the EDU recommendations received from the Water Advisory Committee and dated 7/6/2015.

RESOLUTION 81-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the new job application form presented by Supervisor Ridgeway at the June 10th meeting.

RESOLUTION 82-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the agreement with Tug Hill Graphics for 450 t-shirts for \$5,850.00.

The Town Board will continue working on the revision of the local water law at the July 22nd workshop meeting.

NEW BUSINESS

Two quotes were received for the blacktopping of the parking areas at the Town Hall. Estimate #1063 from RJ Green Pavement Sealing and Striping for one coat of Neyra Tarconite commercial grade sealer for \$1,525.41 and Estimate #1064 from the same company for 2 coats of said sealer for \$2,021.35.

RESOLUTION 83-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek accepts Estimate #1064 from RJ Green Pavement Sealing & Striping of Pulaski, NY for \$2,021.35.

RESOLUTION 84-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek accepts the Water Supply Emergency Response Plan for the Town of Sandy Creek; the Standard Operating Procedure (SOP) for Water District #1 & Water District #2; and the Vulnerability Assessment for the Town of Sandy Creek as prepared by Michael C. Kastler, Water Superintendent on July 1, 2015.

TRANSFER OF FUNDS

RESOLUTION 85-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek authorizes the transfer of \$6,385.00 from SW1-909, Fund Balance, Unreserved Portion to SW1-1910.4, Unallocated Insurance.

RESOLUTION 86-15

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

ADOPTED - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
 0 No
 1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the Water Department’s Schedule of Fees as follows:

Service / Fee	Accepted Charge
Late Fee – After 30 Days	15% of total bill
Non-payment – After 60 Days	\$100 Turn-Off Fee \$100 Turn-On Fee
Frozen/Damaged Meter Fee	\$25 + Cost of Parts
Early Meter Reading Fee	\$25
Water On or Off	\$25 (after 1 free per year)
Permanent Disconnection Fee	\$25

After November 1. 2015	
Inspection Fee	\$50
New Service Connection Fee	\$500

Water Rates for Water District #1:

Each EDU allows up to 20,000 gallons of water for \$42, billed every six months. For usage over the maximum allowed, there is a charge of \$2.10 for every 1,000 gallons of water over the allowed maximum.

Water Rates for Water District #2:

Each EDU allows up to 20,000 gallons of water for \$125, billed every six months. For usage over the maximum allowed, there is a charge of \$6.25 for every 1,000 gallons of water over the allowed maximum.

- **Meter Read: April & October**
- **Billing: May 1st & November 1st**
- **Bill Due Dates: June 1st & December 1st**
- **Bills are sent via printed letters semi-annually (every 6 months)**
- **No partial payments accepted**
- **After 60 days past due as the water clerk reports names of unpaid bills for disconnection of water service. Unpaid water bills may be relieved on the Town Tax Bill.**
- **One free turn on & off a year (if up-to-date on water bills)**

****The Town of Sandy Creek reserves the right to revisit this schedule as needed and change these fees without notice****

Attorney Schmidt and the Town Board reviewed the questions and answers on the Full Environmental Assessment Forms Part 2 and Part 3 for the Town of Sandy Creek Comprehensive Plan.

RESOLUTION 87-15

On motion by Nancy Ridgeway, seconded by Nola J. Gove, the following resolution was **ADOPTED** - 4 Ayes Ridgeway, Gove, Scheppard, Halsey
0 No
1 Absent Wood

Resolved that the Town Board of the Town of Sandy Creek approves the answers to the questions on the Full Environmental Assessment Forms Part 2 and Part 3 for the Town of Sandy Creek Comprehensive Plan and determines the Plan will not negatively impact the environment.

RESOLUTION 88-15

On motion made by Kevin E. Halsey and seconded by Nola J. Gove **be it resolved** as follows:

Nancy Ridgeway, Supervisor	[Aye]
Ruth E. Scheppard, Councilman	[Aye]
Nola J. Gove, Councilman	[Aye]
Kevin E. Halsey, Councilman	[Aye]
John W. Wood, Councilman	[Absent]

RESOLUTION DETERMINING THAT THE PROPOSED TOWN OF SANDY CREEK COMPREHENSIVE PLAN WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT

WHEREAS, the Town Board of the Town of Sandy Creek is considering an adoption of a Comprehensive Plan; and

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617 adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, hereafter SEQRA, the Town Board must determine whether such proposal may have a “significant effect on the environment” and therefore require the preparation of an environmental impact statement; and

WHEREAS, to aid the Town Board in determining whether the proposal may have a significant impact upon the environment, a full environmental assessment form (EAF) has been prepared, a copy of which was presented and circulated at the Town Board’s July 8, 2015 meeting; and

WHEREAS, pursuant to Part 617, the Town Board has examined the EAF in order to make a determination as to the potential environmental significance of the proposal; and

WHEREAS, the New York State Department of Environmental Conservation, Oswego County Department of Community Development, Tourism and Planning, Jefferson County, New York State Office of Parks, Recreation and Historical Preservation, New York State Department of Transportation, Sandy Creek School District, Oswego County Soil and Water Conservation District, Consolidated Rail Corporation, U.S. Army of Engineers Corporation, Village of Lacona, Village of Sandy Creek, Town of Ellisburg, Town of Richland, Town of Boylston, Town of Orwell, and the Town of Sandy Creek are the involved agencies as that term is defined in 6 (A2) NYCRR Section 617.2(t); and

WHEREAS, no further review is required under SEQRA;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Sandy Creek as follows:

1. Based on its examination of the EAF, the criteria set forth in Sections 617.11 and 617.6 of the regulations, and such further investigation as the Town Board has deemed appropriate, no potential significant adverse impacts are known;
2. Consent to proceed with the plan will not cause a significant impact on the environment, and the Town Board will not require the preparation of an environmental impact statement;
3. A negative declaration is to be prepared; and
4. The Town Clerk of the Town of Sandy Creek is hereby directed to cause to be filed and circulated the negative declaration in accordance with the requirements of SEQRA, a copy of the negative declaration shall be maintained in the Office

of the Town Clerk in a file that will be readily accessible to the public, and the clerk shall mail copies, return receipt requested, to:

Environmental Notice Bulletin
NYSDEC – Attn: Jack Nasca
625 Broadway, 4th Floor
Albany, NY 12233-1750

5. All subsequent notices concerning this project shall state that a negative declaration pursuant to SEQRA has been issued.

APPROVAL OF BILLS

RESOLUTION 89-15

On motion by Ruth E. Scheppard, seconded by Kevin Halsey, the following resolution was

ADOPTED - 4 Ayes Ridgeway, Scheppard, Gove, Halsey
 0 No
 1 Absent Wood

Resolved that the bills be paid on Abstract #12 in the following amounts:

General Fund \$ 40.01

Trust & Agency \$ 8,933.74

And on Abstract #13 in the following amounts:

General Fund \$ 50,754.74

Trust & Agency \$ 11,535.15

Highway Fund \$ 36,475.07

Water District #1-H \$ 90,076.00

Water District#1-SW \$ 23,945.71

Water District#3-H \$ 1,000.00

On motion by Nola J. Gove, seconded by Ruth E. Scheppard and carried unanimously, the meeting was adjourned at 7:58 pm.

Respectfully submitted,

Tammy L. Miller, RMC
Town Clerk