**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:** March 8, 2023

**Kind of Meeting:** Regular Meeting

**Place:** Sandy Creek Town Hall

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

Ruth E. Scheppard Michael C. Kastler

Nola J. Gove Meg Sprague

John W. Wood, Jr. Eric Pappa

Dave Warner Michael G. Yerdon, Legislator-out@ 7:46 pm

Tammy L. Miller

Dustin Clark

Jessica Godfrey

Peggy Rice

Brittany M. Washburn

Michele Forsyth-out @ 8:23 pm

Pat McDougal

Pete Backus

Greg & James Green-out @ 8:23 pm

Bill Joyce

James Bremm

Jill Mattison

John Howland @ 7:11pm

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

**RESOLUTION 20-23**

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 February 8th meetings are approved as written.

**REPORTS:**

**Highway/Water Superintendent** - Michael C. Kastler read his highway and water department reports. He attended Annual Advocacy Day in Albany today to lobby for CHIPS funding. He compiled lists of repairs to the town barn, town hall, apartment and library to be considered by the town board. Water meters will be read in April for the May 1st billing. If Richland agrees to the March 21st meeting, we need to discuss their need for a new chlorine monitoring system and our need for an upgrade to our metering and chlorine station dialer. Also, our Intermunicipal Agreements (IMAs) with Richland need updating.

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

**Dog Control Officer** - Anne Derr’s monthly report has been filed in the Town Clerk’s office.

**Historian** - Peggy Rice filed a written report for February. Peggy was present at the meeting tonight. She has been busy. New displays have been added including a women’s display and a maple syrup display. She invited everyone to come visit the history center. George Stevens has been volunteering and sharing Sandy Creek photos on Facebook.

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

**Legislator** - County Legislator Michael Yerdon reported that most of the legislators attended training last week. The regular legislature meeting will be on Thursday, March 9th at 2 pm.

**Library** - Library Director Jessica Godfrey gave copies of the library’s newsletter and calendar to the Town Board. She stated that the library redecorating project has been a lot of work. Almost 7,000 items were moved to the basement in one day. Painting began on Monday, March 6th. The adult room will be completed on March 13th and 14th. Some items for the children’s room are backordered and installation has been moved to the week of March 20th. The mural artist is scheduled for the week of the 27th. She will be doing a different season on each wall of the room. A re-opening party will be held in early June. Their annual report has been filed and a community report will be sent to elected officials.

**Planning Board** - Bill Joyce reported that the February meeting was cancelled. The Comprehensive Plan needs updating. It is a large document and going to be a big job. The Tug Hill Commission provides help with this to members. An associate membership is possible for towns outside the Tug Hill. The planning board wants the Minimum Lot Size Local Law to stay in effect. It believes that making building lots smaller does not benefit the town. Some of the members want to be paid for the cancelled meeting in February.

**RESOLUTION 21-23**

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

ADOPTED - 3 Ayes Ridgeway, Scheppard, Gove

2 No Warner, Wood

**Resolved** that the Town Board of the Town of Sandy Creek will **not** authorize the payment of the monthly salary to its planning board members for the cancelled February meeting.

**Board of Appeals** – The variance request on White Pines Drive was granted after the public hearing at 6pm tonight. No one showed up to comment. Councilman Warner asked questions about the procedure. Chairman Mike Kastler explained that the circumstances of each variance request are looked at individually.

**Code Enforcement Officer** – John Howland’s list of permits and violations for February have been filed. He will discuss the violation procedure with Attorney Hills March 9th. The Town Board can decide if they want to do an administrative hearing or send violators to State Supreme Court as the local court process often leads to no results. The 2022 annual report is complete. He will be attending training in April. Jill Mattison asked about the two trailers on the former Yerdon property on US Rt 11.

**Town Clerk** – Town Clerk Tammy L Miller reported that the total receipts and total disbursements for the month of February totaled $1,364.00 of which $1,183.94 was town revenue. Over 86% of town and county taxes were collected on February 28th.

**Engineers** – Engineer Dustin Clark of Barton & Loguidice was present to give an update on the town water project. The initial variance application for the CEHA area of the Richland Sandy Creek Joint Water Project was denied by the DEC. The second variance application was withdrawn, and the hearing cancelled on advice of Special Counsel Attorney Mike Fogel. The area’s residents are committed to additional testing of their well water and want to go to an Administrative Law Judge for approval. B&L has prepared a scope of services proposal to resubmit a “new” variance application and the total estimated the fee is $18,200. Additional attorney fees will likely be at least $4,000. The residents of the CEHA area will place this additional money in escrow with the town to pay for the added cost. Councilman Warner asked questions about the additional money needed. Pete Backus reported that approximately $23,000 more is needed and each resident of the area has been asked to contribute at least $400 more to the escrow account. Rachel Radicello has been helping communicate with and get feedback from area residents.

**RESOLUTION 22-23**

On motion by Timothy Ridgeway, 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 will authorize the 2023 CEHA Variance Support Proposal from Barton & Loguidice for the North Rainbow Shores Road and South Sandy Pond Inlet Road water main installation as soon as the CEHA landowners place the total estimated fees needed into the town’s escrow account for this purpose.

**PUBLIC COMMENT –** Former Bookkeeper **Jill Mattison** had several questions after reviewing several months’ minutes. She also reminded the Town Board about a letter she wrote to them after leaving her office in July of 2022. She had several recommendations for the Town Board and had requested several policies be updated, especially the Employee Handbook and its rules for part-time employees. **James Green** asked about applying for the new water operator position. Superintendent Kastler explained that he will be able to accept applications after the union contract is signed creating the new position.

**OLD BUSINESS –** Historian Peggy Ricereceived two written quotes for a white 8’ octagon vinyl gazebo for the back lawn at the Town Hall near the creek as follows:

Basciani & Sons Companies Inc. $12,577.00

North Country Storage Barns, LLC $ 8,766.29

Double D Ranch Country Western Store, LLC was contacted but doesn’t have gazebo products available.

**RESOLUTION 23-23**

On motion by John Wood Jr, seconded by Dave Warner, the following resolution was

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

0 No

**Resolved** that the Town Board of the Town of Sandy Creek will purchase a gazebo including benches and delivery from North Country Storages Barns, LLC for $8,766.29 using ARPA funds.

The final draft of the union contract still has an error/clarification needing to be rewritten. It will be given to the attorney for review tomorrow.

**NEW BUSINESS** – Michele Forsyth was present to request ARPA funds for the Oswego County Fair. She would like the town to buy 2 AEDs for the fair at a cost of $1,050.95 each. They come with a 4 year warranty and can be delivered in 2 weeks. Frank Manchester was present to request $13,000 for Cable Trail VFW Post #8534 of Lacona to replace doors, windows, faucets, lights, paint and to purchase an AED. A letter was also received from Dylan J. Kimball, President of the Lacona Fire Department requesting $10,000 for a concrete floor, electrical fixtures and lighting, and materials to construct training props in the training facility they are building. The town may also receive a request from the Sandy Creek United Methodist Church for funding to replace their furnace. Quotes for a furnace would be necessary. The town has until 2025 to complete the spending of its ARPA funds.

**RESOLUTION 24-23**

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

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

0 No

**Resolved** that the Town Board of the Town of Sandy Creek will charge its water customers the same water rate that Richland charges the Town of Sandy Creek (at cost) in Water Districts #1 and #3.

**RESOLUTION 25-23**

On motion by Timothy Ridgeway, seconded by John Wood, the following resolution was

ADOPTED - 5 Ayes Ridgeway, Scheppard, Wood, Gove, 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 27 and November 7, 2023 from 5 am to 9:30 pm each day.

**RESOLUTION 26-23**

On motion by Timothy Ridgeway, seconded by John Wood, 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 accepts the annual software support contract for the Building & Codes Enforcement software program from Williamson Law Book Company for March 1, 2023 through February 28, 2024 for $546.00.

**RESOLUTION 27-23**

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

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

0 No

**Resolved** that the Town Board of the Town of Sandy Creek accepts the annual audits of Town Justice Crast and Town Justice Stoker for 2022 as completed on March 6, 2023 by Nola J. Gove.

**RESOLUTION 28-23**

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

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

0 No

**Resolved** that the Town Board of the Town of Sandy Creek accepts and approves the Advanced Business Systems Incorporated Contract SC 10506-02 starting 4/1/2023 for the TASKALFA 3553CI #EQ10952 copier.

**RESOLUTION 29-23**

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

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

0 No

**Resolved** that the Town Board of the Town of Sandy Creek elects to accept the NYMIR property and equipment breakdown deductible increase from $250 to $1,000 saving $1,270 on the 2023 premium.

The Town Board would like to invite the Richland Town Board to meet at the Sandy Creek Town Hall on March 21st at 7pm to discuss our water rate and update our IMAs. Councilman Warner has looked at the Town Barn again and wants to address the needed repairs there. Councilman Wood discussed the water project’s map, plan and report and the need to review our water IMA’s.

**APPROVAL OF BILLS**

**RESOLUTION 30-23**

On motion by Timothy Ridgeway, 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 #4 in the following amounts:

General Fund $ 846.47

Trust & Agency $ 10,843.85

**And** on Abstract #5 in the following amounts:

General Fund $ 102,429.44

Highway Fund $ 35,013.27

Water District #3- H3 $ 7,494.28

Water District #1-SW $ 16,295.88

Water District #2-SW $ 3,415.58

Water District #3-SW $ 5,168.09

Trust & Agency $ 10,917.96

The next regular monthly meeting will be held April 12th at 7 pm

**On motion** by Nola J. Gove, and seconded by John Wood, and carried unanimously, the meeting was adjourned at 8:52 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk