**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:** May 11, 2022

**Kind of Meeting:** Regular Meeting

**Place:** Town Hall

**Board Members Present:** Ruth E. Scheppard  **Others Present:**

 John W. Wood, Jr. Michael C. Kastler

 Nola J. Gove Tammy L. Miller

 Dave Warner Brett McVoy

**Absent:** Timothy D. Ridgeway Brittany M. Washburn

 Jill Mattison out @7:16 pm

 Meg Sprague

 Michael G. Yerdon

 Eric Pappa

 Wayne Miller

 Jessica Godfrey

 Nancy Dingman

 Bill Joyce out @7:31pm

 Ron Fisher

 Norma Newman

 Pat McDougal @7:12 pm

**CALL TO ORDER:**

Deputy Town Supervisor Ruth E. Scheppard called the meeting to order at 7:00 pm with the Pledge of Allegiance. Supervisor Ridgeway was absent due to surgery.

**APPROVAL OF MINUTES:**

**RESOLUTION 44-22**

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

ADOPTED - 4 Ayes Scheppard, Gove, Warner, Wood

 0 No

 1 Absent Ridgeway

**Resolved** that the minutes of the April 13th meeting are approved as written.

**FINANCIAL REPORT**

The monthly financial report of the Supervisor for March was filed in the Town Clerk’s office and copies were delivered to Town Board members’ mailboxes. Bookkeeper Jill Mattison was present to update the Town Board regarding financial records. She passed out copies of the Annual Financial Update Document (AUD) for 2021 to the board. It was filed late on April 28th due to the Office of the State Comptroller asking questions on the 2020 report. Since the prior year is part of the report, this made the 2021 report late. The town has 17 funds, 5 capital funds and 10 bank accounts currently. She passed out a 2021 actual fund balnce sheet dated 5/11/2022. Bowers and Company is doing an audit for the water project for 2021. The Government Accounting Standards Board (GASB) establishes accounting and financial reporting standards for local government. Under GASB the town must determine annually the Other Post-Employment Benefits (OPEB) liability using an actuarial valuation. This number must be reported in the AUD. Mrs. Mattison recommended the town hire a company to help with this valuation. One company that provides this service is Armory Associates, LLC of Syracuse, NY. Councilman Wood suggested we get three quotes before hiring someone for this service. She also recommends that the town purchase the Williamson Law Book Company’s Capital Assets Software to comply with GASB Statement 34. We also need a quote for this. The H5 fund of the REDI Grant of $600,000 for the North Sandy Pond Resiliency Project has been spent.

**RESOLUTION 45-22**

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

ADOPTED - 4 Ayes Scheppard, Gove, Warner, Wood

 0 No

 1 Absent Ridgeway

**Resolved** that the Town Board of the Town of Sandy Creek authorizes the closure of the PathFinder Bank account ending in -4936.

Mrs. Mattison is still waiting for an answer from Attorney Joseph Russell about the proper way to move the water reserve money to pay for the Sunset Lane project.

**REPORTS:**

Highway/Water Superintendent – Michael C. Kastler read his highway and water department reports for April.

Prices of blacktop and oil have increased by approximately 40%. He may need some of the ARPA funds to keep up with road paving. The increase in the CHIPS funding probably will not be enough. He plans to present the County Road Agreement next month. He hired Brad Taylor for a full-time position in the highway department. New customers are still connecting to public water in district #1. Water payments are coming in and we are set up to accept credits cards for the water usage bills now. The easements are almost complete for Sunset Lane. In WD#3 the direct drill was completed today. WD Malone is working on Seber Shores Road now. They have more directional drills to do. They also have more services to install and restoration work to begin. Superintendent Kastler asked WD Malone to make Co Rt 62 a priority.

Sole Assessor- Rebecca Trudell’s Town Board report for April has been filed in the Town Clerk’s office. The tentative assessment roll was filed and change notices were mailed. Grievance Day is June 7th. There are 2 appointments scheduled to date.

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

Historian – Deputy Supervisor Scheppard read Peggy Rice’s monthly report.

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 Board of Elections has notified the towns that there will be a second primary election on August 23rd this year. There is one scheduled on June 28th. The county will have added costs due to the additional election. Currently there is a court case challenging the NYS Assembly lines. The county legislature meets on May 12th.

Library – Library Director Jessica Godfrey distributed copies of the library’s newsletter and calendar to Town Board members. She asked the board to disregard the ARPA wish list for the library. They have contacted a library furnishing company that offers free consultation, layout and 2D and 3D design. They received a donation and will redo the children’s room with the money. They will then name the room. Fifty-five kindergarteners visited the library today. They made little books and received a goody bag. There will be a photography contest of local images to be selected for the poetry book. Entries are due May 31st. She requested the town have the carpets at the library steam cleaned again soon.

NOCA – Northern Oswego County Ambulance representative Nancy Dingman was present. Things have been fairly calm and quiet the past month.

Planning Board – The minutes from the May 4th meeting have been filed. Bill Joyce reported that they have had nothing new since September 2021. At the May 2nd Village of Sandy Creek meeting, the moratorium of solar farms was considered. Attorney Joe Russell gave his approval, and this is being referred to Oswego County for 239 review. They reviewed the current village solar law.

Code Enforcement Officer – John Howland’s report of permits and violation notices for April is filed in the Town Clerk’s office.

Town Clerk – Tammy Miller reported that receipts and total disbursements for the month of April totaled $2,518.75 of which $2,182.33 was town income. The report is on file in her office and available for public inspection. Mrs. Miller will be attending tax collector school June 12th-15th.

**RESOLUTION 46-22**

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

ADOPTED - 4 Ayes Scheppard, Gove, Warner, Wood

 0 No

 1 Absent Ridgeway

**Resolved** that the Town Board of the Town of Sandy Creek appoints Tiarra Mintonye as a trustee of the Annie Porter Ainsworth Memorial Library filling the term that expires on December 31, 2022.

Engineers – Brett McVoy, I.E. of Barton & Loguidice was present to update the Town Board on the water projects. There is no new correspondence regarding the CEHA appeal request. Surveys continue to come in for the proposed Water District #4. Only 39% have responded. Of those 47% want public water, but only 33% of those that have responded want it at the cost of approximately $100 per month. The bond and insurance paperwork for the WD#1 Sunset Lane project has been approved by Attorney Russell and notice to proceed was issued. Once started the project should only take about one week.

**PUBLIC COMMENT:**

**Ron Fisher** was present to discuss the water quality monitoring agreement the town has with Upstate Freshwater Institute to address the HAB issue on North Sandy Pond. Research and scheduling was done this past winter and sampling of the water will take place June through fall of 2022. He hopes they can develop a plan to address the problem. He would also like to look at the tributaries draining into the pond. He spoke with Dave Turner and requested some of the county’s ARPA funding for this purpose.

**OLD BUSINESS:**

Superintendent Kastler reported that the highway superintendents met with the county’s committee chairman about the need for an increase in the snow and ice contract. They will also meet with the committee May 17th.

**NEW BUSINESS:**

Bookkeeper Meg Sprague submitted the required ARPA report. The Town Board agreed to open bids for the paving of Hadley Road at the June meeting. The ARPA funding will be discussed after the results of the paving bids are known as it is possible some extra money may be needed.

**TRANSFER OF FUNDS**

**RESOLUTION 47-22**

**On motion** by Ruth E. Scheppard, and seconded by John W. Wood, Jr., the following resolution was

ADOPTED - 4 Ayes Warner, Scheppard, Wood, Gove

 0 No

 1 Absent Ridgeway

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

**From Description To Description Amount**

A-1990.4 Contingent A3310.2 Traffic Control $ 353.00

**And** creates line item A1380.4- Fiscal Agent Fees to pay for the CPA consultant for the ARPA funding.

**APPROVAL OF BILLS**

**RESOLUTION 48-22**

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

ADOPTED - 4 Ayes Wood, Scheppard, Gove, Warner

 0 No

 1 Absent Ridgeway

**Resolved** that the bills be paid on Abstract #8 in the following amounts:

General Fund $ 633.60

Trust & Agency $ 37,774.68

**And** on Abstract #9 in the following amounts:

General Fund $ 34,779.29

Highway Fund $ 36,194.91

Water District #3- H3 $ 477,943.23

Water District #1-SW $ 7,580.20

Water District #2-SW $ 11,901.31

Water District #3-SW $ 6,706.42

Water District #4- SW $ 6,250.00

Trust & Agency $ 7,806.84

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

**On motion** by Nola J. Gove, and seconded by Ruth E. Scheppard, and carried unanimously, the meeting was adjourned at 7:52 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk