**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:** October 23, 2024

**Kind of Meeting:** Special Meeting

**Place:** Town Hall

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

John W. Wood, Jr. Tammy L. Miller

Ruth E. Scheppard Brittany M. Washburn

Dave Warner Michael C. Kastler

Nola J. Gove Meg Sprague

Ron Fisher

Charles Skellen @ 6:10 pm

**CALL TO ORDER:**

Supervisor Timothy D. Ridgeway called the meeting to order at 6:00 pm. This special meeting was called to continue discussion of the 2025 budget. Supervisor Ridgeway turned the meeting over to Budget Officer Meg Sprague. Town Clerk Miller explained the request for a raise in compensation for herself and for Deputy Town Clerk/Water Billing and Collection Clerk Washburn. With three special districts up and running, the amount of administrative, clerical, and records management responsibility in the Town Clerk and Water departments has increased greatly. Even Water District #1 is still adding users. Councilman Warner suggested that Town Clerk Miller hire a second deputy. Both Mrs. Miller and Miss Washburn explained that they can do the work. They would just like to be compensated appropriately as the duties have increased since either one of them took their position. The Registrar of Vital Statistics position is an “on-call 24/7" position for death certificate filing. Home deaths due to hospice and comfort care have increased over the years as have home births. Miss Washburn also contacts water customers seven days a week regarding possible water leaks.

Mrs. Sprague recapped the B Fund. She turned the meeting over to Highway Superintendent Kastler to review the DA and DB highway funds. The Water District #2 fund, SW2 was reviewed next. The water rate that users pay will be decreased and the EDU rate on the tax bill may decrease slightly. Councilman Wood asked about changing the meters out in Water District #2. Zenner meters will need to be installed eventually.

The Town Board discussed salary increases. Retirement benefits and budgeting and/or funding reserves were also discussed. A policy for non-union retirement benefits is lacking in our employee handbook.

**RESOLUTION 102-24**

On motion by Nola J. Gove, seconded by Timothy D. 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 increase the Town Clerk (RMO and Registrar) and Deputy and Water Billing & Collection Clerk salaries by 8% across all their salary line items.

**On motion** by Nola J. Gove, and seconded by Dave Warner, and carried unanimously, the meeting was adjourned at 7:08 pm.

Respectfully submitted,

Tammy L. Miller, RMC

Town Clerk