

MINUTES OF THE MEETING OF THE
SANDY CREEK VILLAGE BOARD OF TRUSTEES

Date: August 5, 2019

Kind of Meeting: Regular

Place: Village Office

Board Members Present:

Grant Rohrmoser, Mayor

Kenney LaRue, Trustee

Sharon Turo, Trustee

Others Present:

Jill Mattison, Clerk/Treasurer

Patricia McCullough, Deputy Clerk, SCRPB

Margaret Kastler, Legislator

Lance Collins, SCFD Chief

John Howland, CEO

Steve Washburn

Pat McDougal

OPEN REGULAR MEETING AND CALL TO ORDER:

Mayor Rohrmoser opened the meeting to order at 7:00 P.M.

APPROVAL OF MINUTES:

RESOLUTION 10 - FY19/20

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the minutes of the July 1, 2019 meeting are approved as written.

AUDIT AND APPROVAL OF MONTHLY BILLS AND ACCEPT JUNE AND JULY 2019 FINANCIAL STATEMENTS.

RESOLUTION 11 - FY 19/20

On a motion by Trustee LaRue, seconded by Mayor Rohrmoser, the following resolution was ADOPTED – unanimous

Abstract 4, vouchers #38 - 43, in the amount of \$6,593.04

Abstract 5, vouchers #44 - #67, in the amount of \$9,905.69

Fund Balances: 7/15/19

General Fund		\$499,140.84
Reserve Fire Apparatus	85,947.23	
Radios	1,641.29	
Water Fund		57,823.09
Repair Reserve	22,285.09	
Capital Reserve	20,103.71	
Trust & Agency		0.00
Permanent		3,273.11
Non-expendable	2,000.00	
Expendable	1,273.11	
Water Tower Capital Project		<u>414,029.31</u>
TOTAL ALL FUNDS		\$974,266.35

Fund Balances: 8/5/19

General Fund		\$464,462.86
Reserve Fire Apparatus	98,716.74	
Radios	1,641.95	
Water Fund		60,007.91
Repair Reserve	22,294.01	
Capital Reserve	20,111.76	
Trust & Agency		7.15
Permanent		3,274.42
Non-expendable	2,000.00	
Expendable	1,274.42	
Water Tower Capital Project		<u>409,047.56</u>
TOTAL ALL FUNDS		\$936,799.90

Resolved that the monthly bills are approved and the June and July 2019 financial statements were accepted.

REPORTS:

PLANNING BOARD:

Mrs. McCullough reported on the meeting of July 2, 2019, so noted and filed in the Village Office. Work continued on the site plan by Solar Generation for a 5 MW solar array on Seber Shores Road. The review of the Verizon antennas on the town water tower was done, although a formal site plan review was not required. Recommendations were made to the Town Board.

FIRE DEPARTMENT:

Chief Collins did not bring the July call report at this time.

The boat motor is on back order at Reiter's Marina. However the boat is still usable. The skid unit with pump was mounted on the front of the pontoon boat.

An undated "Notice of Claim" (handwritten, notarized, with a copy of the card of Attorney P. Michael Shanley attached) was filed by John H. White against Fire Chief Lance Collins, Town of Sandy Creek and Village of Sandy Creek. He claims that he was denied application to join the Sandy Creek Fire Department. This was delivered to the Village Office by John White, who stated that they could be considered themselves served. Eastern Shore was notified and it was referred to NYMIR. They established a claim file (MPOVSAN001) however no formal claim has been filed. If any other legal papers are received, they are to be forwarded to NYMIR. Chief Collins contacted Attorney Shanley who stated that John White was not on retainer with his office. Apparently the Fire department has been dealing with John White since 2011.

COUNTY LEGISLATOR:

Legislator Kastler reported that her meetings are now at the beginning of the month.

The sheriff reported that the active shooter training held at SCCS went very well.

Work is being done on making the language stronger in the Handicapped Parking legislation.

The legislature is trying to get funding for mental health counseling for inmates.

HISTORIAN:

The July 2019 report was sent by Charlene Cole, so noted and filed in the Village Office.

CODE ENFORCEMENT:

CEO Howland's report of building permits for July 2019 was received.

Lawns were mowed on two properties that were cited last month.

Howland will be meeting with the ISO representative on building gradings later this month.

CORRESPONDENCE:

ISO – request meeting with John Howland on community gradings.

A thank you note was received from the family of Maggie Potish.

OLD BUSINESS:

APPROVAL OF ESTIMATE OF DRAINAGE MATERIAL:

RESOLUTION 12 - FY19/20

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the estimate of \$8,354.58 by the Oswego County Highway Department for drainage material at the Harwood Drive (Summerville/Sievers area) site was approved.

Mayor Rohrmoser also contacted the county about the dip in Harwood Drive at East First Street, but they have not yet returned the call.

**ADOPTION OF POLICY AGAINST DISCRIMINATION AND HARASSMENT:
RESOLUTION 13 - FY19/20**

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the Village of Sandy Creek adopts a new policy against discrimination and harassment. This policy is a result of NYS’s significant expansion of the workplace harassment laws. NYMIR developed this policy which is compliance with these laws. A copy of this policy is found at the end of these minutes.

NEW BUSINESS:

NYMIR – After a visit by a NYMIR risk control specialist, a list of recommendations was received.

These include repairing a damaged section of sheet metal on the roof of the fire hall, removing Children at Play signs, maintain an inventory of regulatory and warning road signs and conduct biannual inspections of them (with one at night), inventorying the fire hydrants and documenting the date of flushing. NYMIR would like a response within 60 days of the July 12, 2019 date of the letter.

CONSOLIDATION OF THE TOWN AND VILLAGE REGISTRAR FUNCTIONS UNDER THE TOWN’S REGISTRATION NUMBER (VITAL REGISTRATION DISTRICT 3765)

RESOLUTION 14 – FY19/20

Whereas, the Town of Sandy Creek has been assigned by New York State as Vital Statistics Registration District 3765, and the Village of Sandy Creek has been assigned by New York State as Vital Statistics Registration District 3728, and

Whereas, the Village Clerk has requested the approval of the Village Board to formally consolidate the Town and Village into one primary registration district, namely the District of the Town of Sandy Creek under Vital Statistics Registration District 3765, and

Whereas, the formal consolidation of the Registration Districts would benefit the public by eliminating questions as to which district records should be filed and not result in the loss of services to either municipality.

NOW, therefore be it RESOLVED, by the Village Board of the Village of Sandy Creek that consolidation of the Town and Village Registrar functions under the Town’s registration number (Vital Registration District 3765) is approved, pending necessary approvals of all other required entities, including the Village of Sandy Creek, Oswego County and New York State Department of Health.

Motion was made by Trustee LaRue and seconded by Trustee Turo to approve the resolution to consolidate the vital registration districts between the Town of Sandy Creek and the Village of Sandy Creek under vital statistics registration district 3765.

Motion carried with three Ayes (LaRue, Turo, Rohrmoser)

This Resolution was adopted by the Village Board of the Village of Sandy Creel on August, 5, 2019.

There was discussion on proposed Local Law No. 1 of 2019, a local law to prohibit parking on the east side of State Route 11 from the intersection of Salisbury Street north for a distance of 500 feet. It was mentioned that trucks are parking there for a short amount of time while drivers get takeout food or use the rest room. We do not want to discourage local business. Enforcement is another concern. The proposed law will be sent to the attorney before a public hearing is scheduled.

When Local Law No. 2 of 2018 regulating grass and lawn maintenance was adopted, an administrative fee of \$200 was approved. It was unclear how the fee was to be split.

DEFINE LAWN MAINTENANCE FEE:

RESOLUTION 15 - FY19/20

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the \$200 fee for grass and lawn maintenance is to be split \$150 for mowing and \$50 for administration.

POST NOTICE OF TERMINATION ON PROPERTIES WITH OUTSTANDING WATER BILLS:

RESOLUTION 16 - FY19/200

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the Board directs Harold Brown to physically post Notice of Termination on the properties of those still having an outstanding May 1, 2019 water bill and such notice shall state unless paid by noon, August 16, 2019 the service will be disconnected; and **further be it resolved** that the fee for posting the notice is \$25 and must be paid along with water payment due.

SIGN CERTIFICATE OF SUBSTANTIAL COMPLETION OF ELEVATED WATER STORAGE TANK:

RESOLUTION 17 - FY19/20

On a motion by Trustee LaRue, seconded by Trustee Turo, the following resolution was ADOPTED – unanimous

Resolved that the Board authorizes Mayor Rohrmoser to sign the certificate of substantial completion of the Elevated Water Storage Tank.

Oswego County Soil and Water Conservation District currently has grant funding to plant approximately ten trees in the Village. Trustee Turo will be the Sandy Creek representative and will meet with OSWCD staff to review and approve planting locations. Clerk/Treasurer Mattison will email the information to her.

The Town of Sandy Creek would like to schedule a meeting with the Village to discuss the Water District #2 IMA. Sometime in October is preferable for the Village Board.

Warriors Against Cancer is sponsoring a 5K Run/Walk beginning at the fairgrounds on Saturday, September 14. Other activities are scheduled there on that day.

PUBLIC COMMENT:

None

MOTION TO ADJOURN:

There being no further business to come before the Board, a motion to adjourn at 8:00 P.M. was offered by Trustee LaRue and seconded by Trustee Turo, carried.

Next Sandy Creek Village Board meeting – Wednesday, September 4, 2019, 7:00 PM

Next Joint Waterworks meeting – Monday, August 12, 10:00 AM

Monday, September 9, 10:00 AM

Jill M. Mattison, CMC, RMC, CMFO