

Town of DeKalb Board Meeting

At a regular meeting of the Town Board, of the Town of DeKalb, St. Lawrence County, New York, held on the 20th day of September 2023, at the Town Hall in DeKalb Junction NY, there were present:

John Frary	Supervisor	Michael Livingston	Council Member
Connie Elen	Council Member	Andrew Fenton	Council Member
Wayne Holland	Highway Superintendent	Barbara Creazzo	Town Clerk
Bill Chambers	Building & Codes	Suzanne Arquette	Assessor
Charles B Nash	Town Attorney		

Ed Newcombe, Council Member, was absent due to a work commitment.

Members of the community present: Janice Brabaw, Jordan Deleel, Kelly Davis, Larry Denesha, and Darccy Matthews

Members of the community attending via ZOOM: No one

Supervisor Frary opened the regular meeting at 7:00 PM. There was an err in the recording of this meeting, the recording did not start until 7:10 PM. The portion of the meeting not recorded was the open forum.

Pledge of Allegiance was led by Supervisor Frary, followed by a moment of silent prayer and/or reflection.

Constance Elen moved that the minutes of the Regular Meeting, of the Town Board, held on August 16, 2023, as submitted by the Town Clerk, be and hereby approved. Seconded by Michael Livingston and adopted unanimously.

Constance Elen moved that the minutes of the Budget Work Session, of the Town Board, held on August 31, 2023, as submitted by the Town Clerk, be and hereby approved. Seconded by Andrew Fenton and adopted unanimously.

Actions

1. Send notice of budget workshop to newspaper. **Completed 08/17/2023.**

Public Forum:

Larry D Denesha, SLC Legislator

-Bids for the renovation of the Public Safety Building will be going out soon. The cost is 5.6 million and is being funded by ARPA Funds. The last time the building had any major work completed was in 1968. It is estimated that the work will take a year to complete.

-Received the 2022 Financial Audit Report, and there were no findings. There were however a couple of minor suggestions.

-The Legislators passed a resolution opposing ammunition background checks which cost the individual \$2.50 for each purchase.

-Signed a contract of renewal with JJ Keller, for the continuation of intro-level training for truck drivers.

-COVID continues to remain with us, because of this, it is important we continue to follow the guidelines of washing our hands frequently, wearing a good quality mask as needed for the situation, be vaccinated, etc.

-Household Hazardous Waste collection day will be held September 23, at the Human Services Building in Canton once again this year.

-The Legislators have put together about three quarters of the 2024 budget.

Financials:

Andrew Fenton made the motion to accept the Justice Clerk Audit as presented, seconded by John Frary. Vote: Michael Livingston yes, Constance Elen yes, Andrew Fenton yes, John Frary yes.

Constance Elen made the motion to accept the Town Clerk Audit for the Clerk's water account and sewer account, seconded by Michael Livingston. Vote: Michael Livingston yes, Constance Elen yes, Andrew Fenton yes, John Frary yes.

Clerk's Report: Barbara A Creazzo

The total amount collected for August by the clerk was \$3982.40 with the town retaining \$2579.18 for its coffers. The breakdown is as follows: NY DEC \$1323.22, town \$78.78 for hunting and fishing licenses, NYS Ag & Markets \$35, town \$113, for dog licenses, NYS DOH \$45, town \$35, for marriage licenses, the town also received \$2,011 for building permits, \$20 for Certified Marriage Licenses, \$230 for Certified Death Certificates, and \$91.40 for copies made.

Deputy Clerk, Wanda Law, worked 16.5 hours for the month of August.

Water and Sewer collections for August: Water received \$264.50, and sewer received \$350.75. --
-Notices were sent with September's billing stating all balances must be paid no later than October 31, 2023. Any unpaid balances will be levied onto 2024 Town and County Taxes. As of 09/19/2023, there is \$62,742.88 in unpaid balances.

-Any water customer who receives basic water pays approximately \$0.72 per day plus usage. Any sewer customer pays approximately \$2 per day. These amounts are based on a 90-day billing cycle.

Supervisor Frary distributed the monthly financial report for review. For the most part, the budget remains on target. However, some minor distribution changes will need to occur within the next couple of months. This is due to the fact a couple of budget lines had unanticipated higher expenses.

Supervisor Frary conducted a review of the 2024 Budget with the board. Nick Eels, accountant for the town, has provided budgetary numbers for insurance, health, etc. It was decided that the board would meet at 6:30 PM, prior to the regular monthly meeting on October 18 for a short work session regarding the 2024 Budget. It is also planned that a Public Hearing will be held on November 15, 2023, at 6:45 PM to present the budget to the public for their comments.

Water & Sewer Reports:

DANC- August 14, 2023, Water-a total of 721,100 gallons of water were metered in the month of July, with an average daily flow of 23,261 gallons. A total of 4 gallons of sodium hypochlorite were used in the treatment of the water produced. The full report contains daily flow charts. All daily, weekly, and monthly inspection and/or maintenance were completed as scheduled. One random distribution sample for bacteriological testing was conducted with a satisfactory result.

Sewer-a total of 1,198,000 gallons of wastewater were treated in the month of July, with an average daily flow of 38,645 gallons. The full report contains daily flow charts. All daily, weekly, and monthly inspection and/or maintenance were completed as scheduled. There were no SPDES permit violations for the month. RBCs continue to rotate in reverse for an hour each day.

September 14, 2023, Water-a total of 693,600 gallons of water were metered in the month of August, with an average daily flow of 22,374 gallons. A total of 5 gallons of sodium hypochlorite were used in the treatment of the water produced. The full report contains daily flow charts. All daily, weekly, and monthly inspection and/or maintenance were completed as scheduled. One random distribution sample for bacteriological testing was conducted with a satisfactory result. Meter reads were conducted.

Sewer-a total of 1,593,000 gallons of wastewater were treated in the month of July, with an average daily flow of 51,387 gallons. The full report contains daily flow charts. All daily, weekly, and monthly inspection and/or maintenance were completed as scheduled. There were no SPDES permit violations for the month. RBCs continue to rotate in reverse for an hour each day.

No new information to share with either the sewer plant upgrade or water meter upgrade.

The current information obtained regarding the Lead Service Line Inventory is that we do not need to conduct one. Our system was installed after a time when lead was discontinued in piping.

Highway Report: Wayne Holland

- The new truck that was ordered in 2021 finally arrived last Thursday
- Continue to cold patch as needed
- Fixed manhole cover on Caroline Street
- Removed flags from power poles along US Highway 11
- The crew has hauled 130 loads of sand so far. This is about a third of the way complete.
- The skidster may arrive next month
- Curbside trash pickup will begin October 10th and will be townwide.

Supervisor Frary informed the board that the highway department has accepted the Articles of Agreement for their contract. The contract is scheduled to become effective 01/01/2024 and expire on 12/31/2026.

A motion was made by Constance Elen and seconded by Andrew Fenton, to accept the Articles of Agreement By and Between TEAMSTERS LOCAL 687 and the Town of De Kalb.

Roll Call Vote:	Constance Elen	Yes
	Andrew Fenton	Yes
	Michale Livingston	Abstained
	John Frary	Yes

Dog Control:

Have received a copy of the August Municipal Shelter Inspection, all areas inspected followed regulations. The Dog Control Officer Inspection was also conducted in August and was found to follow regulations.

Code Enforcement Report: William (Bill) Chambers

- A total of seven permits were issued since the last report. The Project Cost for the seven is \$238,300.00 and the Fee Amount to be collected is \$1,064.20. To date, forty-two permits have been issued at a Project cost of \$1,215,000.00 and collection fees total \$6,696.55.
- The permits issued for this report are for two shops, one re-roofing, one pole barn, two single family homes, and one accessory structure
- Have received a complaint about the accumulated garbage at an abandoned residence on Hitchcock Road. This is being addressed
- Corning Glass is moving forward with an expansion, but it is still in the preparation phase
- Preliminary planning work has begun at the Bigelow Solar Project

Assessor Report: Suzanne Arquette

- School taxes were mailed out September 1st which has prompted several phone calls regarding the Star exemption. If they are getting the Star credit, I will give out the NYS Taxation and Finance number as they now handle this.
- Over this past several months, I have been reviewing property deed transfers on a regular basis. There have been 38 property deed transfers since April 1st. of the 38 property deed transfers, there are only 16 that are arm's length sales.
- I have just begun reviewing building permits and will be reviewing these permits as I now review deed transfers. I currently have 102 open permits/property reviews that are new this year or have carried over from last year. I will be reviewing these properties over the course of the fall until April 1st, making any assessment changes for the 2024 Assessment Roll.
- The Enhanced Star, Star, Seniors/Aged, Disability & Low Income, Veterans, Ag, Wholly-exempt, and Fireman's exemption reports have been printed off and will now be reviewed from now until April 1st, when all exemptions need to be handed in

Communication:

- Markings for the new pavilion occurred today, so construction is officially under way
- Work on certain drainage grates within the hamlet has begun
- Veronica Lamb, teacher at school, has not returned communication regarding the proposed idea of installing veteran banners along US Highway 11. School has just started so hopefully will have information for next month's meeting
- Darccy Matthews will be chairing the 250-year celebration committee
- Have received a quote from Rivers Septic for the purchase of a portable toilet

New	\$1,300.00
Used	\$ 450.00

The service of pumping out holding tank and recharging with water and deodorizer plus supply of toilet paper at the time of service is \$95.00 for each time of service.

Constance Elen made a motion, seconded by Andrew Fenton, to purchase a used portable toilet from River's Septic, at a cost of \$450.00 and for servicing on an as needed basis at a cost of \$95.00. This will be located at Pipeline Part. Vote: Michael Livingston yes, Constance Elen yes, Andrew Fenton yes, John Frary yes.

After reviewing all bills presented, and signing all bills over \$500.00, a motion was made by Andrew Fenton and seconded by Constance Elen to approve payment of the bills as entered on Abstract #9-2023. Vote: Michael Livingston yes, Constance Elen yes, Andrew Fenton yes, John Frary yes.

A motion was made by Michael Livingston and seconded by Constance Elen, to adjourn.

Meeting adjourned at 9:51 PM

Respectfully submitted by

Barbara A. Creazzo
Town Clerk

Actions

1. Supervisor Frary to sign the contract with the highway department and return it to Brian Hammond. **Completed 09/21/2023.**
2. Notify River's Septic regarding the purchase of the portable toilet.