

Town of De Kalb Board Meeting

At a regular meeting of the Town Board, of the Town of DeKalb, St. Lawrence County, New York, held on the 15th day of January 2020, at the Town Hall in DeKalb Junction NY, there were present:

John Frary	Supervisor	Michael Livingston	Board Member
Connie Elen	Board Member	Andrew Fenton	Board Member
Wayne Holland	Highway Superintendent	Barbara Creazzo	Town Clerk/Collector
Bill Chambers	Building & Codes	Charles Nash	Attorney

Absent: Ed Newcombe (away for work)

Members of the community present: Larry D Denesha, St. Lawrence County Legislator

Supervisor Frary opened the meeting at 7:02 PM

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

Andrew Fenton moved that the minutes of the meeting of the Town Board, held on the 18th day of December 2019, as submitted by the Town Clerk, be and hereby approved. Seconded by Constance Elen and adopted unanimously.

Actions

1. Email Monthly Reports to accountant. **Completed 12/23/19**
2. Send notice of Organizational Meeting to the newspaper. **Completed 12/29/19**

Public Forum:

Larry Denesha

-At the Organizational Meeting for the County, Joseph Lightfoot, was appointed as Chair of the Board, and David Forsythe, was appointed as Vice Chair. Mr. Denesha, will Chair Operations, as well as, Highway, Solid Waste, Office of the Aging, Fire, St. Lawrence County Co-operative Extension, etc.

-Due to the recent passing of the "No Bail Reform Bill", the County Jail had 140 inmates, but reduced that number to 78 after the bill went into effect. The Legislators discussed the possibility of decreasing staff; however, the NYS Commissioner of Corrects, has given the directive that there will be no staffing changes for a year. Therefore, the county must continue with the current number of staff at the facility,

-NYS currently has a projected deficit for 2020, of 6.0 billion; however, the Governor plans to decrease Medicaid by 1%. Most likely this will be left up to the municipalities to take up the difference.

-A five (5) year contract has been signed with the NYS Police, for rent at the Public Safety Building. The contract calls for a 3% increase per year, with the first year at \$53,168 and the last year \$61,634.

-Sales Tax for 2019 ended much better than predicted, with 2.76% above the budgeted amount.

-The County continues to negotiate with the City of Ogdensburg regarding their portion of Sales Tax collected in the county.

-The Legislators have ratified the Snowplowing contract with the Towns.

A motion was made by Michael Livingston and seconded by Constance Elen, to accept the 3-year contract with the County for winter plowing and sanding. Carried 4 Ayes

Financials:

A motion was made by Andrew Fenton and seconded by John Frary, to accept the Court Clerk Audit as presented. Carried 4 Ayes

A motion was made by Michael Livingston and seconded by Constance Elen, to accept the Water & Sewer Audit as presented for the Clerk's account. Carried 4 Ayes

Town Clerk Report: Barbara Creazzo

-For the month of December, a total of \$282.50 was collected by the clerk. The following is the breakdown of collections and disbursements: the town received \$4.58 for DEC license sales and DEC received \$78.42, \$93.50 was received for dog licenses and Ag & Markets received \$29, the town received \$18 for a building permit, as well as, \$26 for copies made, \$8 for faxes sent, and NYS Gaming received \$15 and the town received \$10 for the Gaming License issued to the AMVETS.

-For the end of the year report for the clerk, the town received: DEC licenses, \$415.39, dog licenses, \$1,175, building permits, \$44,616.25, Planning Board fee \$ 75, certified marriage licenses \$40, certified birth certificates \$70, certified death certificates \$350, genealogy searches \$22, Games of Chance/Racing & Wagering fees \$20, copies \$427, and faxes sent \$41, for a total of \$47,286.64 for the town coffers. DEC received \$9,556.61, Ag & Markets received \$350, DOH received \$45, and the Comptroller's office received \$30 for a total of \$9,981.61. Total collected by the clerk for the year was \$57,268.25, with disbursements as indicated above.

-Water District/Wastewater District: for the first quarter, collections for water is a total of \$7,841.06 and \$7,832.42 was collected for the wastewater, for a total of \$15,673.48.

-Deputy Clerk, Wanda Law worked a total of 2 hours for the month of December. For the entire year, she worked 257 hours. Total amount of monies received for the year was \$3,157.77. This includes mileage, issuing certified certificates as the Deputy Registrar, and monies for dinner meetings with the St. Lawrence County Clerks Association.

Supervisor Frary distributed the Monthly Financial Report to members of the board for their review.

Highway Report: Wayne Holland for Jan 1 to Jan 15

-18 rounds of plowing and sanding were completed.

-Have worked in the shop on trucks and equipment.

-Rebuilt the 20-ton tag along trailer and 18-foot car hauler trailer (lights, decking, etc.)

-Have been cutting brush and trees that were down from the ice and windstorm.

-Emptied the fuel tank at the Town Hall and removed it.

-We have taken down 2 signs for Bryan Thompson to be refurbished.

-Unplugged a couple of culverts.

Received an insurance check in the amount of just over \$5,000 for slight damage done to the most recently purchased truck. The damage is a few minor dents that are barely visible without specifically looking for them. There is no paint loss or other damage that is going to lessen the integrity of the truck's body. Would like the Boards approval to use the check to purchase a plow for the truck.

Constance Elen made a motion, for Superintendent Holland, to pursue three (3) bids for snowplows. Motion was seconded by Andrew Fenton. Superintendent Holland will choose the plow that best meets the needs of the highway department. Bids will be obtained from Whitesboro, Snell and Cash Montroy.

It is time for the tractor that is used for mowing roadsides to be replaced. Superintendent Holland has been looking at different brands and horsepower of tractors. Due to the size of the mower, he does not believe a tractor should be purchased that has less than 100 horsepower. It is needed to safely mow roadsides that are on inclines. Has spoken with Cazenovia Equipment, and they would allow \$12,000 for the trade-in, which would bring the cost of a \$55,300 tractor down to \$42,300. Will provide more information at the next board meeting.

Supervisor Frary, informed the board, that Alan Reed, Risk Manager for St. Lawrence County Self-Insurance Plan, will be conducting Safety Site Visits. A Monthly Safety & Housekeeping Inspection Form has been provided to aide in preparing for the inspection.

Dog Control Officer: Daniel Moyer

-Has been a slow month since last report.

-Spoke to an owner who had a dog tied to a tree next to the street (68 Gibbons). The dog was on a short chain and had wrapped the chain around the tree, to the extent, the dog had little room to move. Noted there are three (3) dogs at the residence and informed the owner the dogs are to be licensed. Spoke with clerk to let her know the owner would be coming in, to license the dogs.

-Dealing with dogs at 110 Main St. in Richville. They are unlicensed and one (1) was running at large. Spoke to owner about it. A complaint may be filed, in which case, tickets will be issued.
-Continue to deal with new unlicensed dog list that was received from the clerk.

Code Enforcement Report: Bill Chambers

For the year, a total of 65 permits were issued for the Town of De Kalb. The permits were for the following: 4 new houses, 1 mobile home, 3 camps, 5 commercial additions, 8 sheds, 3 shops, 3 garages, 4 repairs, 5 decks/porches, 4 accessory structures, 10 roofs, 2 pole barns, 9 additions, and 4 septic systems. Total fees collected for the permits is \$44,669.65 and this reflects a project cost of \$23,422,866.

Yearly Report has been completed and submitted to Albany. Report for annual public buildings within the town has been completed. The Census Report which indicates boundaries, has also been completed.

DANC Report: Water and Wastewater

Water - for the month of December, a total of 565,900 gallons of water were metered, with an average daily flow of 18,255 gallons. A total of 9 gallons of sodium hypochlorite were used in the treatment of the water produced. One (1) random distribution sample for bacteriological testing was completed and the results was satisfactory. All daily, weekly and monthly inspections and/or maintenances were done as scheduled. The complete report contains daily flow charts.

Wastewater – for the month of December, 1,737,000 gallons of wastewater were treated, with an average daily flow of 56,032 gallons. There were no SPDES permit violations. All daily, weekly and monthly inspections and/or maintenances were done as scheduled. The complete report contains daily flow charts.

It was discussed and decided, Board Members, will receive email copies of reports and minutes when available prior to meetings. This will give each member time to look over reports and formulate any questions they may have. Hard copies will also be provided, which will be placed in mailboxes at the Town Hall.

Have received a quote from TEL Inc. for electrical/motor work to be completed at the wastewater plant.

Supervisor Frary read the proposed resolution for a disinfection study to be completed at the wastewater plant. The resolution is as follows:

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF ENGINEERING PLANNING GRANT APPLICATION NUMBER 90364 FOR WASTEWATER TREATMENT PLANT DISINFETION STUDY # 1 for 2020

WHERE AS, the Town of De Kalb submitted a 2019 New York State Consolidated Funding Application (CFA), to perform an engineering study of the sewer treatment plant disinfection; and

WHERE AS, the New York State DEC/EFC Wastewater Infrastructure Engineering Planning Grant (i.e. EPG) program is as an eligible funding source for this project; and

WHERE AS, the Town has been selected to receive up to \$22,500 from EPG to fund the study of Town’s sewer treatment plant disinfection system.

THEREFORE, BE IT RESOLVED, that the Town Board authorizes the acceptance of a Consolidated Funding Application EPG of up to \$22,500.

BE IT FURTHER RESOLVED that the Town authorizes a local match of \$4,500 for a total project cost of \$27,000.

BE IT FURTHER RESOLVED that the Supervisor or his assigned designee, is hereby authorized to act as the projects “Authorized Representative”, and to enter into any necessary contracts to administer said grants.

Michael Livingston motioned, seconded by Andrew Fenton, to accept the Resolution as written.

The vote for such Resolution is as follows:

Michael Livingston	yes
Andrew Fenton	yes
Constance Elen	yes
John Frary	yes

Communication:

Supervisor Frary read a report from the De Kalb-Hermon Senior Citizens, listing the various activities they have enjoyed during the past year. The report also included a running account of their finances for the past year.

Supervisor Frary informed the members of the board, that information from the Association of Towns has been received. The packet of information lists the various events that will be occurring during the training sessions for town officials from February 16-19, 2020. He asked if anyone was interested in attending, there is no one at this time.

Constance Elen provided an update to the board regarding the LWRP (Local Waterfront Rehabilitation Program). The consensus is for the townships of Canton, De Kalb and villages of Heuvelton, Rensselaer Falls, and Richville, complete a study up to the Gouverneur town line. This would include such items as the river flow, access points, vehicle parking, etc. An inventory analysis will accompany an LEWRP Report, which will be sent to Albany, in hopes of funding. This all needs to be completed by June 20, 2020. Anyone from the communities who have knowledge of the Oswegatchie River, are invited to attend and share what they know. This is would include both positive and negative aspects of the river.

Supervisor Frary asked if everyone would be available on Monday, January 20, 2020 at 4:00 PM, to tour the building next door to the Town Hall. Since the board decided to place St. Henry's property up for sale, there is the possibility for the town to purchase the property next door. The date and time were agreed upon. All will meet with Eric Turnbull to tour the building and ask questions about the two (2) parcels of land.

A realtor has been contacted and made a brief tour of St. Henry's. She will be back on a warmer day to spend more time getting measurements, along with a better understanding the potential the building has. Attorney Nash reminded the board, there are certain stipulations in the town's purchase of the church, that list what the building cannot be used for. This will need to be addressed with the realtor.

Discussion also occurred regarding the property on County Route 17. There is 118.1 acres, some of which contain the town's old dump site. The DEC has signed off on the closure; however, the town will always be responsible for that portion of the land. Highway Superintendent Holland has expressed an interest in maintaining the area in question, as a place for the town to use as a site for brush, old tree stumps, etc. that need to go someplace. The town could provide a right of way to a landlock area that borders a portion of the property. Surveying will need to be completed.

Supervisor Frary provided members of the board with a copy of the St. Lawrence County's policy, pertaining to their 2020 Health Insurance Buy-Out Plan. Members have been asked to review and come to the next meeting with ideas regarding implementing such a plan for 2021. Such plans are regarded as money savers; however, it is important to ensure a policy is in place before implementing.

Supervisor Frary announced that Daun Martin-Poole has expressed an interest in becoming Bryan Thompson's deputy.

A motion was made by Constance Elen and seconded by Michael Livingston, to appoint Daun Martin-Poole, as Deputy Historian. Carried 4 Ayes

The Board entered executive session at 8:50 PM and exited at 9:04 PM.

After reviewing all bills presented, and signing all bills over \$500.00, a motion was made by Constance Elen and seconded by Michael Livingston, to approve payment of the bills, as entered on Abstract #1-2020. Carried 4 Ayes

A motion was made by Andrew Fenton and seconded by Michael Livingston, to adjourn. Carried 4 Ayes

Meeting adjourned at 9:28 PM

Respectfully submitted by

Barbara A. Creazzo
Town Clerk/Collector

Actions

1. Sign and return Snowplowing/sanding contract to St. Lawrence County. **Completed**
 2. Highway Superintendent to purchase a plow for pickup truck. **Ordered**
 3. Obtain more information for mowing tractor. **On-going**
 4. All sites to prepare for Risk Management Survey/Inspection. **On-going**
 5. Sign Resolution #3 for 2020.
 6. Continue discussion with realtor for the sale of St. Henry's. **On-going**
 7. Obtain survey of property on County Route 17 for boundaries/acreage, for dump site, and for right of way.
 8. Continue to attend LWRP meetings as scheduled. **On-going**
 9. Review Insurance Buy-Out Plan and bring ideas to the table. **On-going**
 10. Complete Oath of Office for Deputy Historian with Daun Martin-Poole. **Completed**
- 01/23/2020**