

# 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 20<sup>th</sup> day of July 2022, at the Town Hall in DeKalb Junction NY, there were present:

|                |                        |                    |                      |
|----------------|------------------------|--------------------|----------------------|
| John Frary     | Supervisor             | Michael Livingston | Town Board Member    |
| Ed Newcombe    | Town Board Member      | Connie Elen        | Town Board Member    |
| Wayne Holland  | Highway Superintendent | Barbara Creazzo    | Town Clerk/Collector |
| Charles B Nash | Town Attorney          |                    |                      |

Absent: Andrew Fenton and William Chambers due to illness.

Members of the community present: Scott Thornhill, DANC, Larry Denesha, SLC Legislator, John Stransky, Hermon Vol. Rescue, Nick Eels, Hoffman Eels, CPA

Members of the community attending via ZOOM: None

Supervisor Frary opened the regular meeting at 7:02 PM.

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

Ed Newcombe moved that the minutes of the Regular Meeting, of the Town Board, held on June 15, 2022, as submitted by the Town Clerk, be and hereby approved. Seconded by Michael Livingston and adopted unanimously.

## Actions

1. Supervisor Frary and Superintendent Holland to re-examine the ditching that runs through the hamlet of De Kalb. On-going to address drainage.
2. Send Scott Thornhill a copy of the signed SCADA Agreement along with minutes giving approval. **Completed.**
3. Send Don Chambers signed copy of blacktopping approval for this summer. **Completed.**
4. Purchase John Deere Excavator if still available. **Not available but one is on order.**
5. Continue to address Safety Report concerns. On-going.

## Public Forum:

John Stransky

- Continue to employ a full-time EMT during the weekdays; however, continue to have some difficulties making calls because of the lack of drivers.
- The EMT is currently paid \$16.05 per hour but anticipate this will need to be raised to \$20 per hour come January, as that is the anticipated pay increase.
- Coverage provided to De Kalb is estimated to be about 60% while Russell and Hermon are at % 100.
- SLC Emergency Services will be sending out notification showing coverage of rescue services.
- A total of 56% of the call volume has been answered to date. This number does not consider the times called out, responded to, or turned around prior to reaching the destination. This may be due to another squad getting there first, or we respond first and only can stabilize before Advanced Life Support arrives.
- We have recently had three (3) new EMTs join the force, so as soon as they are comfortable responding without a more seasoned EMT, weekends will be better covered. It remains difficult to have responders after 11 PM as all have day jobs.
- Plan to have some budgetary figures for next month's meeting.

Larry Denesha

- Public Health will now be doing once a month COVID reporting instead of the twice monthly as it has been doing.
- Positive Home Test, only three (3) positive tests were reported from July 1<sup>st</sup> thru July 11<sup>th</sup>. All positive tests should be reported to Public Health.
- We are now experiencing a new strain which is BA.5, which is a little different makeup then the previous. Because of this difference, people are still able to contract the virus again. There are

31,000 hospitalizations a day reported across the United State, with 300 deaths per day. This is much better than the 3,000 deaths per day last winter.

-SLC Senior Citizen Picnic will be held August 11<sup>th</sup>, and the suggested donation for a meal ticket is \$3 for seniors and \$10 for non-seniors.

-The plan was to pave 34.6 miles this summer, but due to increased cost, had considered cutting back 10 miles. However, the legislators approved using monies from the Highway Fund Balance to not only cover cost above what CHIPS will be able to cover, but to also add an additional 10 miles. The county has a total of 573 miles of road that it maintains.

-Passed a resolution this month to use funds from the General and Highway Fund Balance to assist with the cost of the new highway satellite project(s). By doing so, the county will save thousands in interest.

-The Legislators have received the Preliminary Report from the Department of Social Services Investigation/Audit. Problems with policies and procedures were noted as they are not always clear, also, some staff interviewed did not know what certain policies contained, nor where they could be found for reference. There also seemed to be conflicting rules which will be addressed. Poor documentation was found throughout the department. Plans of correction will be developed.

The department did receive a ranking of good to excellent for safety risk assessments.

-Court ordered treatment services, passed a resolution to cover the cost associated with State Operated Mental Health Facilities. For the time of 2020 and 2021, \$2,250,875 was spent. To date this year, \$845,979 has been spent.

-The August Legislator's meeting will again occur at the St. Lawrence County Gouverneur Fair. This will take place in front of the Grandstand.

-The Legislators have passed a resolution and sent to representatives, opposing the Governor's new rulings on the carrying of guns.

#### **Financials:**

Ed Newcombe made the motion to accept the Justice Clerk Audit as presented for the past three (3) months, seconded by Constance Elen. Vote: Michael Livingston yes, Ed Newcombe yes, Constance Elen yes, John Frary yes.

Michael Livingston made the motion to accept the Town Clerk Audit for the Clerk's account, seconded by Constance Elen. Vote: Michael Livingston yes, Ed Newcombe yes, Constance Elen yes, John Frary yes.

#### **Clerk's Report:** Barbara A Creazzo

-A total of \$1419.90 was collected for the month of June with the town retaining \$957.86 of the total. The breakdown of collections is as follows: NYS DEC received \$401.54, and the town received \$23.46, NYS Ag & Markets, \$38, town \$125, NYS DOH \$22.50, for a marriage license, town \$17.50, the town also received \$731.60 for building permit(s), \$60 for Certified Death Certificates, and \$0.30 for copies made.

-The Water District collected \$9332.63 and the Sewer District collected \$13,417.86, for a total of \$22,750.49.

Nick Eels

-Mr. Eels presented the board copies of the Annual Financial Report. The report has been submitted to New York State for filing. A copy is available in the Clerk's office for examination during regular business hours. While certain areas remain stable, there are a couple, such as sewer and highway, which are running in a deficit.

Mr. Eels recommends \$40,000 be moved from the General Fund Balance to the Long-term Capital Reserve Fund.

A motion was made by Constance Elen and seconded by Michael Livingston to move \$40,000 from General Fund Balance to Long-term Capital Reserve Fund. Vote: Michael Livingston yes, Ed Newcombe yes, Constance Elen yes, John Frary yes.

-While the town has been able to remain under the 2% tax cap imposed by the Governor, this may not be possible for the upcoming 2023 budget. A public hearing will be held prior to the regular September meeting to address surpassing the tax cap.

-The firm is moving away from providing Payroll Services to the municipalities it serves. A third party out of Rochester, New York, will be taking over. The area representative is in Alexandria Bay and is eager to work together with the town.

A motion was made by Michael Livingston and seconded by Constance Elen, to accept the new third party for payroll services under advisement of Mr. Eels. Vote: Michael Livingston yes, Ed Newcombe yes, Constance Elen yes, John Frary yes.

Supervisor Frary distributed the monthly year to date financial report to members of the board for their review.

**DANC Report:**

-A total of 672,300 gallons of water were metered in the month of June, with an average daily flow of 22,410 gallons. A total of 5 gallons of sodium hypochlorite were used in the treatment of the water produced. The full report contains all daily flow charts. Daily, weekly, and monthly, inspections/maintenance were completed as scheduled. One random bacteriological test was completed with a satisfactory result.

-A total of 2,101,000 gallons of wastewater were treated in the month of June, with an average daily flow of 70,033 gallons. The full report contains all daily flow charts. Daily, weekly, and monthly, inspections/maintenance were completed as scheduled. RBC continue to run in reverse one hour per day. There were 0 SPDES permit violations for the month.

Scott Thornhill reports that the gateways are open again so funding should start to become available. Hope to hear within the next few weeks of awarded funds.

-Will be working with the County for a portion of the \$3,000,000 to be distributed among the municipalities working on water/sewer projects.

-Will continue to work with Supervisor Frary, to register for the SAMS number.

**Highway Report: Wayne Holland (6/16/22-7/20/22)**

-Still chipping brush after the storm.

-Shared services for Canton, Oswegatchie, and Russell.

-Our blacktopping is complete with 3.4 miles paved.

-Continuing mowing of roadsides.

-Parttime summer help started June 27<sup>th</sup> and will work for 8 weeks.

-Excavator has been ordered but will not arrive until December 2022.

-Still have not received Tammy's truck back from Watertown.

**Dog Control:**

-7 tickets have been issued for unlicensed dogs in Richville.

**Buildings & Code: No report**

**Assessor's Report: Suzanne Arquette**

-Final Assessment Roll was reviewed and signed on June 22, 2022.

-Notice of Final Roll was placed in the paper on July 6, 2022. As we start with a new Assessment Roll going forward.

-Now reviewing deed transfers on a regular basis, address changes, and keeping up with the Income Verification Program (IVP) to ensure that our Enhanced Star recipients are up to date on the New York State Website.

-Have been going around looking at areas to become familiar with the region.

-Will be reviewing building permits in the future and will keep up to date with Bill, as the building permits keep coming in.

**Communications:**

-The board will be meeting with Barrego Solar Array on July 27, 2022, starting at 6:30 PM at the Town Hall. Notice was posted in the newspaper and on town's website.

-Streetlights project is ready to be closed out.

-Only a few more items to address from the Safety Audit conducted by the County's Risk Manager. Andrew Fenton will be addressing the MSDS requirements.

-Supervisor Frary and Superintendent Holland drove up along River Road to follow-up on last month's request for safety signs along the area where homes/camps are located. Curve warning signs can be installed and will check to see if "congested" area signs can be installed.

-Frery and Holland, also inspected the ditching over on Caroline Street, as well as walked the ditch all the way to the railroad. It does look like it is time to have the ditch excavated again. While the grade remains good, because water is flowing, it is becoming congested with vegetation. Mr. Nash suggested each homeowner be made aware of the fact the town will be clearing the ditch prior to entering on to properties. They should be informed of the timeline for the work to be completed, what equipment will be used, and what kind of noise they can anticipate. This should also be advertised/announced on the town's website. The summer help has done a great job cleaning debris and weed eating around the railroad culvert. Follow-up will continue.

Supervisor Frery presented the members of the board with Resolution #8 for 2022 regarding the spending of the ARPA money. The items listed were suggestions from last month's meeting.

**RESOLUTION 8 OF 2022, TOWN OF DeKalb  
PUBLIC HEARING AND DETERMINATION OF USE OF ARPA FUNDS**

**WHEREAS**, the Town Board of the Town of DeKalb, St. Lawrence County, New York received American Rescue Plan Act (ARPA) funds, and

**WHEREAS** the Town of DeKalb held a public meeting on Monday, June 15th, 2022, at 6:45 pm to invite participation in determining the use of ARPA funds, and

**WHEREAS** there were no members of the public present who provided input on ARPA fund use during the Public Hearing, and

**WHEREAS**, following the public hearing, the Town Board of the Town of DeKalb proceeded to have a discussion of utilization of ARPA funds,

**NOW THEREFORE BE IT RESOLVED** that the Town Board of the Town of DeKalb determined the following use of the ARPA funds which would benefit the entire community are as follows:

1] Installation of Emergency Generator at Town of DeKalb Town Barn located on Route 812 (previous quote \$43,000)

2] Replace interest lost to Water District and Sewer District for 2020 and 2021 - \$2046.57 for the Sewer District and \$2,046.57 for Water Districts.

3] Design, develop bid packages and provide estimated cost for thirty (30) feet by thirty-six (36) feet Pavilion at Pipeline Park at 60 Gibbons Street.

4] Reimburse Town for expenditures incurred during 2020 and 2021 for COVID, providing the ability to hold remote meetings and enable staff to work from home. Material purchased to make Town property safe for those working. \$8075.43 (breakdown attached)

5] Design, develop bid packages and provide estimated cost to build 2 Pickle Ball courts next to Basketball court at Pipeline Park at 60 Gibbons Street.

6] Replace two (2) Town of DeKalb signs located at each end of town. (Cost to be determined)

7] Install lights inside Pavilion on rt 11.

8] Reimburse DeKalb Historical Association \$2,500 for lost revenue in 2020 and 2021.

Future items will be presented to board upon completion of the above items and funding still available.

This resolution will become effective immediately upon adoption by the majority to the Town Board of the Town of DeKalb.

**MOTION** was made by Councilperson Michael Livingston, seconded by Councilperson Constance Elen, and voted as follows:

YES 4

NO 0

**STATE OF NEW YORK  
COUNTY OF ST. LAWRENCE ) ss  
TOWN OF DEKALB**

I, Barb Creazzo, Town Clerk of the Town of DeKalb, St. Lawrence County, New York, DO HEREBY CERTIFY that the following resolution was duly passed by the Town Board of the Town of DeKalb on this 20<sup>th</sup> day of July 2022.

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Barb Creazzo, Town Clerk  
Town of DeKalb, New York

COVID Computer Expenses

17" laptop

15" laptop

Wall mount tv monitor, webcam, microphone, wall bracket and installation

Upgrade to email accounts for work from home and installation

Upgrade for software to facilitate all systems to work from home access, installation

Upgrade to old laptop to facilitate use for working out of office

After reviewing all bills presented, and signing all bills over \$500.00, a motion was made by Michael Livingston and seconded by Constance Elen, to approve payment of the bills as entered on Abstract #7-2022. Vote: Michael Livingston yes, Ed Newcombe yes, Constance Elen yes, John Frary yes.

A motion was made by Constance Elen and seconded by Ed Newcombe, to adjourn.

Meeting adjourned at 9:25 PM

Respectfully submitted by

Barbara A. Creazzo  
Town Clerk

#### Actions

1. Move \$40,000 from General Fund Balance to Long-term Capital Reserve Fund.
2. Continue to work toward obtaining SAMs number.
3. Close out streetlights paperwork.
4. Complete last of safety list items.
5. Post road signs along River Road as appropriate.
6. Continue to address drainage issue along ditch through the hamlet.