

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 May 2020, at the Town Hall in DeKalb Junction NY, there were present:

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

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

Supervisor Frary opened the meeting at 7:04 PM

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 the 15th day of April 2020, as submitted by the Town Clerk, be and hereby approved. Seconded by Andrew Fenton and adopted unanimously.

Actions for April

1. Email copies of Credit Card Policy & Procedure and Sick Leave Policy & Procedure to Attorney Nash. **Completed 04/16/2020**

Public Forum:

Larry D. Denesha, SLC Legislator

-SLC Legislators have been conducting their meetings via zoom and will continue to do so until the end of June, due to COVID-19.

-Sales Tax is down significantly, which does not come as a surprise; however, the lack of such funds can have a major impact on the County's budget, as well as, local towns and villages. So far, the amount generated is down \$783,000+ from the same time last year. If the trend continues, there will be a 7 to 8-million-dollar short fall. Due to the COVID-19 pandemic, Albany, has created a Hospital Distress Fund to assist with the lost funds for hospitals in New York. St. Lawrence County has lost \$356,994 of its sale tax funds to this mandate.

- Due to the pandemic, meals from Nutritional Centers to seniors, six hundred to seven hundred meals are being prepared and delivered each day (Monday – Friday), throughout the county. This number has doubled from what the home delivery was prior to the pandemic.

-The corrective work on the clogged culvert between Hermon, and Russel, on County Route 17, will begin on May 26th. When that work has been completed, the company that was hired for the work, will begin on the one(s) between De Kalb, and Hermon. Road closures will occur.

-The bridge in Hermon is temporary closed for a new walkway, siderails, and pavement. Monies was obtained by Senator Patty Ritchie, which assisted with the cost of the restoration work.

-SNAP benefit needs have risen 40% from last year. This is primary due to people currently out of work.

-48% of St. Lawrence County residents have completed and returned their Census 2020 packets. The completion rate for the entire state is 52%.

-There have no reported cases of COVID-19 yet at the County Jail.

-If the rate of testing for COVID-19 continues and the incident rate remains low, the County should be able to reach phase four (4) opening of all business and events by July.

Financials:

Court Clerk Audit and Town Clerk Audit continue to be on hold.

Town Clerk Report: Barbara A Creazzo

The total amount of monies collected for the month of April was \$230.60, and the town coffers received \$123.12 of the collections. The breakdown of collections is as follows: DEC received \$94.48 for fishing licenses and the town received \$5.52, dog licenses generated \$13 for NYS Ag

& Markets and \$47.50 for the town, \$70 was collected for death certificates issued, and 10 cents received for one (1) copy made.

Water District collections for the month was \$1,225.86 and Sewer District collections was \$834.63. To date, water collections since December, amount to \$18,211.48, and for sewer collections, is \$19,304.55.

Tax collected for April was \$194,770.65. A third payment to the county was made in the amount of \$140,000. The percentage of taxes collected is 86.45%.

Deputy Clerk, Wanda Law, did not work any hours during the month of April.

Monthly and Year to Date financial reports were reviewed. It is noted bills have been running low for this time of year.

All board members received copies via email for the Monthly Transaction Report for the past three (3) months (Feb, March, and April).

A motion was made by Michael Livingston and seconded by Constance Elen to approve the Monthly Transaction Reports as presented and for Supervisor Frary be the only signature showing approval of the report (eliminating the need for everyone to handle the papers).

Andrew Fenton, yes

Constance Elen, yes

Michael Livingston, yes

Ed Newcombe, yes

John Frary, yes

Supervisor Frary, before this meeting, forwarded emails between himself and Nick Eells, Accountant, to members of the Board, regarding the Town of De Kalb Annual Financial Report. The emails discussed making a few minor changes to adjust monies. There were no questions regarding the minor changes.

Water & Sewer

-The water tower sprung a leak, approximately 48 feet up from the base. It is at a junction point where a bolt connects four (4) sheets of over lapping metal. The cost of a lift for the job is \$400 for delivery and return, and \$1200+ for rental. The work to be completed has been quoted at \$1,050. The highway crew had to provide cleanup of brush to make a road for the positioning of the lift.

-Received notice from NYS DEC indicating they have no objection for the Town of De Kalb serving as the Lead Agency for the modifications to the Town's Wastewater Treatment Plant.

-Testing continues for effluent BOD, which received another SPDES permit violation. This is expected to continue and may work to the Town's advantage for grant funding, as it clearly indicates the plant needs updating.

DANC Report:

Water-graphs of daily flows are included in the full report. All daily, weekly, and monthly inspections and maintenances were completed as scheduled. One (1) random distribution sample for bacteriological testing was completed and the result was satisfactory. The Annual Water Report has been completed and will be mailed along with Hermon's report, in the next water billing cycle, at the end of the month.

Sewer-one (1) SPDES permit violation for effluent BOD occurred. Graphs of daily flows are included in the full report. All daily, weekly, and monthly inspections and maintenances were completed as scheduled.

Highway Department: Wayne Holland (April 15 – May 20, 2020)

-Completing cold patching

-Hauling stone, 1,582 tons have been hauled to date

-First round of grading dirt roads is completed

-Swept the streets in De Kalb and Richville

-Working on cutting shoulders

-Have replaced 300 feet of culvert pipes of various sizes

-May 20th and 21st have been set for drop off day at the town barn for large refuse items

-Have started hauling sand for the winter, this is one job that can be done without the need for employees to interact with one another

- The new tractor has been delivered to Cazenovia Equipment
- New truck is done at Viking and has been returned to Stadium
- The new loader will be here at the end of May

Clerk Creazzo wanted to let Highway Superintendent Holland, to know that Yvonne Smith, is very appreciative of the great job the crew did while cleaning the streets in Richville. Supervisor Frary asked that Mr. Holland be sure to pass this information on to his crew.

Agreement to Spend Town Highway Funds:

Superintendent Holland shared the follow proposals with the board.

- Old State Road – from the Risley Road end to the Canton Town Line, which is a distance of 0.4 mile, at a cost of \$22,050 and will consist of a 6” subbase of gravel, topped with 2” blacktop (#6), compacted to 1.5”, for a travel width of 16 feet.
- Maple Ridge Road – starting at the Gouverneur Town Line, back to the intersection of the Colton Road, which is 1 mile, at a cost of \$64,394 and will consist of a 6” subbase of gravel, topped with 2” blacktop (#6), compacted to 1.5”, for a travel width of 16 feet.
- East De Kalb Road – intersection with County Route 17 to the railroad tracks, which is 1.1 mile, at a cost of \$69,190 and will consist of an 8” subbase of gravel, topped with 2” blacktop (#6), compacted to 1.5”, for a travel width of 18 feet.
- Old Canton Road – starting at 130 Old Canton, leading to the bridge, which is 1.4 mile, at a cost of \$77,441.60, and will consist of a 6” subbase of gravel, topped with 2” blacktop (#6), compacted to 1.5”, for a travel width of 16 feet.

The proposed roadwork will leave approximately \$24,000 for road improvement. This proposal is contingent on the Counties prices.

Ms. Elen asked, if one of the proposed roads was omitted due to cost, which would Superintendent opt to forgo for this year. Superintendent Holland indicated he would omit the work on Old State Road.

A motion was made by Constance Elen and seconded by Andrew Fenton to approve the proposed roadwork for 2020, contingent on the State releasing the CHIPS funding.

Andrew Fenton, yes	Constance Elen, yes	Michael Livingston, yes
Ed Newcombe, yes	John Frary, yes	

Superintendent Holland has been speaking with Star Carter, engineer from DANC, who oversees their GIS mapping. As culverts are replaced, blacktopping is completed and other improvements are done to roadways, these can all be added to the mapping system for De Kalb. This will always provide a quick reference as to what has been completed. The town currently has all water and sewer lines mapped. Superintendent Holland and Supervisor Frary would like the Town to put forth, a grant application through DANC, to increase highway GIS mapping.

Resolution # 6

Town of DeKalb
Resolution in support of a 2020 Local Government Efficiency Grant Application
for a North Country Regional Shared Geographic Information System Project

Whereas, the Councilpersons of the Town of DeKalb (Town) has an existing agreement with the Development Authority of the North Country to be part of the Authority's regional shared services Geographic Information Services (GIS) platform, and

Whereas, the Town will act as a participating municipality for a shared services project, involving multiple local governments in the North Country to develop GIS datasets for municipally owned assets, including water, wastewater, electric, highway, public works, and cemeteries, and

Whereas, the project partners will submit an application to the Department of State Local Government Efficiency (LGe) Implementation Grant Program, anticipated to be part of the 2020 Consolidated Funding Application, and

Whereas, the Town understands that they will be required to contribute a 10% match for the Town's portion of the overall project budget, up to \$700, which will be paid to the lead agency.

Now, Therefore Be It Resolved, that the Town of DeKalb will participate as a municipal partner as required for the LGe grant application to be filed with the NYS Department of State, and

Be It Further Resolved, that the Town authorizes the Supervisor to execute all financial and/or administrative processes relating to the implementation of the grant program project as a participating applicant, and

Be It Further Resolved, that the Town will provide the required documentation and the support of its staff (as necessary) to the Development Authority of the North Country in performance of the North Country Regional Shared GIS Implementation Project.

Rebecca Orsago
Town Clerk 05/21/2020

John M Frary
5/21/20

A motion was made by Michael Livingston and seconded by Ed Newcombe, for the Town to apply for the GIS grant.

Andrew Fenton, yes

Constance Elen, yes

Michael Livingston, yes

Ed Newcombe, yes

John Frary, yes

Dog Report: Daniel Moyer

-Slow month

-Still getting complaints from Richville, received three (3) calls on the two (2) cattle dogs from Depot Street. Have gone out six (6) times to try and catch owner of dogs, the owner will not answer the door or return calls. Dogs run and the owner lets them in. When courts open, am going to ticket them, as I have pictures and complaints of dogs in the village and off property.

-Picked up black lab on Route 11 by the Silver Leaf Diner. No owner came forward, dog went to Gracious Friends Animal Sanctuary after seven (7) days in pound.

Code Enforcement Report: William Chambers

None this month, as no permits have been issued.

Assessor Report: Robert Ball

-A letter by Mr. Ball was shared with the Board, regarding the upcoming Grievance Day. Supervisor Frary, shared with the Board, the 2020 Assessment Notification the Town received regarding the parcel of land it owns. This is the parcel on the corner of US Highway 11 and

County 17, where the gazebo sits. In 2019, the Assessed Value was \$1,500 and in 2020, the Assessed Value increased to \$11,500. This is a change of \$10,000. The parcel has been enhanced via the installation of electricity to illuminate the flag poles, provide power to the gazebo, as well as, the two (2) car charging stations.

Supervisor Frary also briefly described the STAR and Property Tax Delinquency, notice that was recently published. Property owners who are delinquent with their school taxes for greater than one year, will lose their basic STAR exemption, or the STAR credit. Either can be reapplied for, once back taxes have been paid in full.

Communication:

-Meter reads continue to be an issue for certain meters, as they continue to not read. Hope to be building a new data base for the system soon.

-Bryan Thompson, Historian, shared with Supervisor Frary, an email from Shari Barnhart. Ms. Barnhart is the person who initially created the Historical's Website. It has not had significant changes since its creation in 2009. Ms. Barnhart has given a cost of \$1,200 to complete the necessary changes. These changes will allow for better display of various topics, including maps of the Town of De Kalb. After a brief discussion, the Town will split the cost of the upgrade with the De Kalb Historical Association.

-Constance Elen gave an update of the LWRP progress, which is slowly moving forward.

-Supervisor Frary shared with the Board, a letter received from Brian K. Hammond, President/PEO-BA of Teamsters Local Union No. 687. In part, the letter states, "The members have authorized me to offer a one-year extension to the current agreement that freezes wages and employees cost share toward their health coverage." If this is agreeable with the Board, Mr. Hammond will create an MOU to extend the current contract. He commends the workers on putting the Town's interest ahead of their own. Members of the Board asked to have until next month to make a discussion.

-North County LIFE FLIGHT, Inc. did not mail out their annual request for the usual contract with the Town of De Kalb. Donations in the past have been capped at \$150.

A motion was made by Michael Livingston and seconded by Andrew Fenton, to send North County LIFE FLIGHT, Inc., \$150.

Andrew Fenton, yes	Constance Elen, yes	Michael Livingston, yes
Ed Newcombe, yes	John Frary, yes	

-The current email system will be discontinued, and a new system is forth coming. Email issues continue to occur.

-Lighting upgrade continues to move forward.

-Solar projects are on hold currently.

After reviewing all bills presented, and signing all bills over \$500.00, a motion was made by Constance Elen and seconded by Ed Newcombe, to approve payment of the bills as entered on Abstract #5 - 2020.

Andrew Fenton, yes	Constance Elen, yes	Michael Livingston, yes
Ed Newcombe, yes	John Frary, yes	

A motion was made by Constance Elen and seconded by Andrew Fenton, to adjourn.

Andrew Fenton, yes	Constance Elen, yes	Michael Livingston, yes
Ed Newcombe, yes	John Frary, yes	

Meeting adjourned at 8:45 PM

Respectfully submitted by
Barbara A. Creazzo

ACTIONS

1. Send signed copy of Resolution #6 to Star Carter, of DANC. **Emailed signed copy on 05/22/2020, followed with mailed hard copy.**

2. Send signed copy of Highway Proposal for 2020 to Donald Chambers, SLC Highway Superintendent. **Completed 06/03/2020**