

**TOWN OF SAND LAKE
TOWN BOARD MEETING
December 11, 2024**

A Meeting of the Town Board of the Town of Sand Lake was held December 11th , 2024 at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

PRESENT:
Supervisor Clemens
Deputy Supervisor Nippes
Councilman Glasser
Councilman Krokos
Councilwoman Mason
Town Attorney Philip Danaher

Recording Secretary: Barbara Hansen, Town Clerk

OTHERS PRESENT: Kevin Rifenburgh, Bill Glasser, Brian Hunt, per sign in sheet.

Approval of Minutes: After roll call Supervisor Clemens made a motion to approve the November 13th, 2024 Town Board Workshop minutes. Seconded by Deputy Supervisor Nippes all were in favor, motion carried.

Town Clerk's Report:

\$10,847.00	Total Revenue for November, 2024
36.00	Ag & Mkts for Dog Program
1,727.21	DEC Hunting and Fishing License
22.50	NYS Dept of Health – Marriage Licenses
\$ 9,061.29	TOSL

Military Banners: I will be accepting Applications for Military Banners after the New Year. The price has remained the same \$225.00. There will be information on the website. You will need to submit the Application, a photo (jpeg) which I can convert if need be and a check for \$225.00 payable to Sand Lake Military Banner. Please call me with any questions.

Town Hall will be closed Wednesday, Christmas Day and New Year's Day, re-opening on Thursday. The Convenience Facility will be open both Wednesdays.

TOWN BOARD REPORTS:

Supervisor Clemens: This will be the last Town Board meeting of the year. There will not be a workshop this month since it would fall on Christmas Day. The next meeting will be Wednesday, January 8, 2025. The Organizational Meeting will be held at 6:30 that day followed by the Town Board Meeting at 7:00. We will not be holding the Organizational Meeting on January 1st. Thanked Councilman Glasser for his efforts in organizing the Holiday Parade last week. It was well attended. He thanked all Town employees who helped and to the Highway Department for their participation and their efforts keeping our roads open in inclement weather.

SLIIP: Improved Park and Trails Project: We held an informational meeting last Thursday outlining the proposed additions and improvements. There are maps and more information available at Town Hall. All of the information is also available on our website, together with a Community Feedback form. We welcome your input. Construction of walking trails is scheduled to be started this spring, weather and resources permitting.

Convenience Facility: We hope to be able to accept credit cards at the facility in the near future. Also, the plan is to phase out punch cards and move towards credit cards and checks. Punch cards and bags will continue to be honored until all are depleted. We might be moving the brush pile from the highway down to the convenience facility but that is still being assessed.

Deputy Supervisor Nippes: Music in the Park is in the planning stages and we are looking at the availability of bands and hope to have a few new ones this year. Concert dates TBA. Also thanked Councilman Glasser and his wife, Barbara, for the excellent job on the Holiday Parade.

Councilman Glasser: Thanked all who participated in the Parade and a special thank you to Kevin Rifenburgh, DPW Commissioner and all of the highway personnel for their participation and traffic control, and also, my wife, Barbara, Erica Genung and Councilwoman Karen Mason for their efforts at the Park. There were approximately 45 floats, over 70 vehicles and it took almost 44 minutes start to finish. Also a huge thank you to the Fire Departments for their assistance with traffic control.

Seniors: Tomorrow is their Holiday Gathering at 10:00 am.

Veterans: SL Veterans are sponsoring Wreaths of America this Saturday, 12:00 noon at St. Henry's Cemetery, Elmwood and Sand Lake Union.

Councilman Krokos: Thanked all involved with the Parade and was impressed with the turnout.

Councilwoman Mason: SLCA is accepting Applications for Executive Director in light of Brian Sheldon's resignation to pursue other interests. Information of shows and season passes is available on their website. The Annual Meeting will be December 17th, 6:30 at the Center to re-cap activities and achievements of 2024 and seek feedback from the public.

SLHS held its annual Gala December 4th with a good turnout.

Thanked Councilman Glasser for his efforts on the Parade and noted the Town Board will have to step up it's efforts on their float for next year.

Kevin Rifenburgh, Commissioner DPW: The highway department looks forward every year to participating in the Parade.

We've had a few minor snowstorms, but nothing major so far. We had a breakdown on the Bobcat ToolCat used to clean up sidewalks so we were not able to get to all of them. Parts are supposed to be delivered this week so we should be able to get to all of them in the future.

Thank you to Bill Hoffay, Hoffay Farms for supplying hay bales for use at the Holiday Parade in Butler Park.

PUBLIC COMMENT: There being no public comment the Board moved on to the business portion of the meeting:

BUSINESS:**RESOLUTION #2024-12-182****Scheduling the 2025 Organizational Meeting****Moved by: Supervisor Clemens****Seconded by: Dep Supervisor Nippes**

WHEREAS, the Town Board of the Town of Sand Lake is required to schedule an Organizational Meeting for 2025; now, therefore, be it

RESOLVED, that the Town Board shall conduct the Organizational Meeting for 2025 at 6:30 pm on January 8th, 2025; and be it further

RESOLVED, that the Town Clerk will give such notice of the Organizational Meeting.

AYES 5 – NAYS 0 Unanimous**RESOLUTION #2024-12-183****Authorization to Hire Planning & Zoning Clerk****Moved by: Councilman Krokos****Seconded by: Supervisor Clemens**

WHEREAS, the Town of Sand Lake has determined the need to fill the position of Planning and Zoning Clerk to support the efficient operation of its Planning and Zoning Boards; and

WHEREAS, Crystal Stockin has been identified as a qualified candidate for this position; and

WHEREAS, the Town has budgeted for this position in its 2024 fiscal plan;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby authorizes the hiring of Crystal Stockin as Planning and Zoning Clerk at a rate of \$19.75 per hour for up to 20 hours per week; and

BE IT FURTHER RESOLVED, that this appointment shall be effective immediately upon passage of this resolution and shall be subject to the terms and conditions of employment as outlined in the Town's Employee Handbook.

AYES 5 – NAYS 0 Unanimous**RESOLUTION #2024-12-184****Authorization to Adjust Hourly Rate for Planning and Zoning Clerk Sarah Jones for Training Services****Moved by: Supervisor Clemens****Seconded by: Councilman Krokos, as printed**

WHEREAS, the Town of Sand Lake has recently hired a new Planning and Zoning Clerk who will require training to effectively perform the duties of the position; and

WHEREAS, Sarah Jones, the current Planning and Zoning Clerk, has the necessary knowledge and expertise to provide such training; and

WHEREAS, the Town Board recognizes the need to adjust Sarah Jones's hourly compensation during this period to reflect the additional responsibilities of training;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby authorizes an increase in Sarah Jones's hourly rate to \$20.00 per hour specifically for hours worked in training the new Planning and Zoning Clerk; and

BE IT FURTHER RESOLVED, that this adjusted rate shall be effective immediately and shall remain in effect for the duration of the training period, as determined by the Town Board;

BE IT FURTHER RESOLVED, that all other terms and conditions of Sarah Jones's employment shall remain unchanged.

AYES 5 – NAYS 0 Unanimous

RESOLUTION #2024-12-185

Authorization to Contract with LaBerge Group for Professional Services Related to a Map, Plan, and Report for a Proposed Water District

Moved by: Councilman Glasser

Seconded by: Dep Supervisor Nippes

WHEREAS, the Town of Sand Lake recognizes the importance of providing clean and reliable water service to its residents and has identified the need to explore the creation of a new water district; and

WHEREAS, the preparation of a Map, Plan, and Report is required to assess the feasibility and scope of the proposed water district; and

WHEREAS, LaBerge Group has submitted a proposal to provide professional services for the preparation of a Map, Plan, and Report at a cost not to exceed \$15,000; and

WHEREAS, the Town has available American Rescue Plan Act (ARPA) funds that must be allocated by December 31, 2024, and deems this expenditure an eligible and appropriate use of those funds;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby authorizes the Supervisor to enter into a contract with LaBerge Group for professional services related to the preparation of a Map, Plan, and Report for a proposed water district, at a cost not to exceed \$15,000; and

BE IT FURTHER RESOLVED, that this expense shall be funded through the Town's allocation of ARPA funds, ensuring compliance with all applicable ARPA regulations and deadlines; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to take all steps necessary to execute the agreement and oversee the project's completion in accordance with this resolution.

AYES 5 – NAYS 0 Unanimous

RESOLUTION #2024-12-186

Authorization to Purchase a Bobcat Toolcat UW56 for the Sewer Department

Moved by: Councilman Krokos

Seconded by: Dep Supervisor Nippes

WHEREAS, the Town of Sand Lake Sewer Department requires reliable and efficient equipment to perform its duties effectively, and the current Bobcat Toolcat 5600 has reached the end of its serviceable life; and

WHEREAS, Robert H. Finke & Sons, Inc. is an authorized vendor under New York State Contract PC69396, allowing the Town to comply with its procurement policy and secure competitive pricing; and

WHEREAS, the cost of the new Bobcat Toolcat UW56, after trade-in of the Sewer Department's current Bobcat Toolcat 5600, is \$45,943.30; and

WHEREAS, \$14,846.15 of this purchase will be allocated from the Town's American Rescue Plan Act (ARPA) funds, which must be obligated by December 31, 2024, with the remainder to be paid from the Sewer Department's equipment budget;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby authorizes the purchase of a Bobcat Toolcat UW56 for the Sewer Department from Robert H. Finke & Sons, Inc., at a total cost not to exceed \$45,943.30, inclusive of the trade-in value of the current Bobcat Toolcat 5600; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to take all steps necessary to execute this purchase in compliance with the Town's procurement policy and applicable ARPA guidelines.

AYES 5 – NAYS 0 Unanimous

RESOLUTION #2024-12-187

Authorizing the Purchase of Road Salt from NYS OGS Contract

Moved by: Supervisor Clemens

Seconded by: Councilman Krokos

WHEREAS, the Public Works Department requires Road Salt (mineral crushed rock) for winter road maintenance; and

WHEREAS, The State of New York has extended the award for one additional year (September 1st, 2024 to August 31st, 2025), for a contract for the purchase of road salt, treated salt, and emergency standby road salt – (Group Number 01800, Contract Number PC 70460) from American Rock Salt , LLC at a cost of \$59.35 per ton, subject to fuel price adjustment; and

WHEREAS, an essential component of the contracts entered into by the State of New York provides that said materials and respective bid prices received by the State shall be available to local governments of New York State; therefore be it

RESOLVED, that the Town Board hereby authorizes the Commissioner of Public Works to purchase Road Salt from the above contract as required for treating snow and ice on Town Highways and Town Owned Facilities subject to the limits of DPW Budget Line DA 5142.4.

AYES 5 – NAYS 0 Unanimous

RESOLUTION #2024-12-188

Recognizing the Averill Park Football Team for Winning the Section 2 Class A Championship

Moved by: Supervisor Clemens

Seconded by: Councilman Glasser

WHEREAS, the Averill Park High School Football Team has demonstrated exceptional skill, teamwork, and determination throughout the 2024 season; and

WHEREAS, on November 16th 2024, the team achieved a remarkable victory in the Section 2 Class A Championship, defeating Burnt Hills by a score of 20 to 6; and

WHEREAS, this accomplishment is a testament to the hard work and dedication of the student-athletes, coaches, and supporting staff who have brought pride and recognition to the Averill Park community; and

WHEREAS, the Town of Sand Lake values the spirit of sportsmanship, discipline, and commitment exhibited by the team in achieving this milestone;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby recognizes and congratulates the Averill Park High School Football Team for their outstanding achievement in winning the Section 2 Class A Championship; and

BE IT FURTHER RESOLVED, that the Town Board extends its appreciation to the players, coaches, families, and supporters for their contributions to this success and for inspiring the community with their excellence on and off the field.

AYES 5 – NAYS Unanimous

RESOLUTION #2024-12-189**Authorization to Contract with MVP Health Care****Moved by: Councilman Krokos****Seconded by: Supervisor Clemens**

WHEREAS, the Town of Sand Lake provides health insurance coverage for its employees and has recently transitioned to CDPHP as the primary health insurance provider; and

WHEREAS, due to ongoing contract negotiations between CDPHP and Albany Medical Center, coverage for three employees would be significantly limited, potentially disrupting their access to necessary healthcare services; and

WHEREAS, the Town has determined it necessary to switch these three employees back to MVP Health Care to ensure uninterrupted and adequate health coverage now therefore be it;

RESOKVED, the Town Board hereby authorizes Town Supervisor Stephen Clemens to enter into an agreement, upon review of Counsel, with MVP Health Care to offer health insurance coverage for eligible Town employees for the period of December 1, 2024 – November 30, 2025.

AYES 5 – NAYS 0 Unanimous**RESOLUTION #2024-12-190****Approval to Create Capital Project H027- Thais Road Bridge Replacement Project****Moved by: Councilman Glasser****Seconded by: Dep Supervisor Nippes, as printed**

WHEREAS, the Town of Sand Lake will be receiving Federal and State grant monies from Bridge NY Grant for the replacement of the Thais Road Bridge; and

WHEREAS, the Town Board passed resolution 2024-03-87 in support of the project; now therefore

BE IT RESOLVED, that Capital Project H027 Thais Road Bridge Replacement Project be established to record the costs incurred to date and for the remainder of the term of the project, and

BE IT FURTHER RESOLVED, the following amendment be made to the 2024 Town of Sand Lake Budget:

Increase Appropriation A 522.9950.9 General Fund Transfer to Capital Project in the amount of \$100,000 by Appropriating A599 General Fund- Fund Balance in the amount of \$100,000.

Increase Appropriation H027 522.5120.2 Thais Road Bridge Replacement Project- Bridges Capital Outlay in the amount of \$100,000 and Increase Revenue H027 980.5031.9 Thais Road Bridge Replacement Project- Interfund Transfer in the amount of \$100,000.

AYES 5 – NAYS 0 Unanimous

RESOLUTION #2024-12-191**Budget Transfers/Amendments****Moved by: Supervisor Clemens****Seconded by: Councilman Krokos, as printed****Be It Resolved** the following transfers are made to the 2024 Budget:

From	To	Amount
A 1355.2 Assessor Capital Outlay	A 1420.4 Attorney Contractual	\$8,500
A 8020.1 Planning Personal	A 1330.1 Tax Collection Personal	\$ 933
A 1430.1 Personnel Personal	A 1010.1 Town Board Personal	\$2,289
A 8160.4 Refuse and Garbage Contractual	A 8160.2 Refuse and Garbage Equip/Capital Outlay	\$ 600
DA 9040.8 Workers Comp. Employee Benefits	DA 5130.4 Machinery Contractual	\$6,000
SS 8110.4 Sewer Administration Contractual	SS 8120.4 Sewer Collection Contractual	\$1,000
SS 9010.8 State Retirement Employee Benefits	SS 8120.4 Sewer Collection Contractual	\$1,080
SS 9040.8 Workers Comp. Employee Benefits	SS 8120.4 Sewer Collection Contractual	\$ 700
SS 9040.8 Workers Comp. Employee Benefits	SS 9060.8 Sewer Collection Contractual	\$ 550
SS2 8120.4 Workers Comp. Employee Benefits	Hosp. & Med. Insurance Employee Benefits	
Sewer Collection Contractual	SS2 8120.2 Sewer Collection Equip/Capital Outlay	\$ 280

Budget Amendments

Increase Appropriation A 522.9950.9 General Fund- Transfer to Capital Project in the amount of \$50,000 by Appropriating A599 General Fund- Fund Balance in the amount of \$50,000. Increase Appropriation H026 522.5120.2 Loon Creek Lane Culvert- Bridge Capital Outlay in the amount of \$50,000 and Increase Revenue H026 980.5031.9999 Loon Creek Lane Culvert - Interfund Transfer in the amount of \$50,000.

Increase Appropriation A 1440.4 General Fund- Engineering Contractual in the amount of \$22,640 by Appropriating A599 General Fund- Fund Balance in the amount of \$22,640 for Engineering Services in connection to the Trail Feasibility Study.

Increase Appropriation DA 522.9901.9 Highway Fund- Transfer to Other Fund in the amount of \$70,000 by Appropriating DA599 Highway Fund- Fund Balance in the amount of \$70,000 to fund Capital Reserve Fund DA 878 Highway Equipment Capital Reserve.

Increase Appropriation SS 8120.4 Sewer Fund- Sewer Collection Contractual in the amount of \$3,000 by Appropriating SS599 Sewer Fund- Fund Balance in the amount of \$3,000 for repairs to Station #6 District 1.

AYES 5 – NAYS 0 Unanimous

There being no other business to come before the Board Supervisor Clemens made a motion to adjourn the meeting at 7:24 pm. Seconded by Deputy Supervisor and all in favor the Motion carried.