

Presiding Supervisor Jacobs called the Regular Town Board Meeting, County of Wayne, State of New York, held at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY to order at 6:02 PM.

PRESENT:

Susie Jacobs	Supervisor
Vaughn Pembroke	Councilman
Karel Ambroz	Councilman
Aimée Phillips	Town Clerk

ABSENT:

Larry Ruth	Councilman
Cody Phillips	Councilman
Tim Vendel	Highway Superintendent

OTHERS PRESENT: Scott Bryson, Councilman-Elect; Amber Linson, Councilwoman-Elect; and one (1) attendee.

Supervisor Jacobs welcomed those present to the meeting and stated that the meeting was intended to serve as a work session to conduct the annual review the Town policies and procedures as required by law. She stated that there have been no changes to these policies, but this provides the Town Board the opportunity to review and determine whether it wishes for any changes to be made prior to discussion and approval at the 2020 Organizational meeting.

Town Clerk Phillips distributed copies of the Town’s Code of Ethics, Investment Policy and Procurement Policy.

Each policy was reviewed by Supervisor Jacobs and discussion ensued with clarifying questions from Board members. No changes were determined to be necessary at that time.

Supervisor Jacobs stated that the rules of Town Board meetings was an item to be discussed, and distributed information and examples from the Association of Towns, Wayne County Board of Supervisors and a draft of the Town of Walworth’s rules with comments from the Town’s attorney, Donald Young, Esq. The Town Board reviewed the documents and discussion ensued regarding the comments from the attorney and the procedures that are currently in place. Items discussed were meeting dates and times, the gathering of information and documents for meetings, the drafting of the agenda and timelines; the order of business and correspondence/communication items.

At 8:10 PM, Supervisor Jacobs stated that further discussion will be needed on the rules of the Town Board meetings and additional information for discussion would need to be compiled for the Board members to be used at the next work session.

ADJOURNMENT:

Motion by Councilman Ambroz to adjourn. Seconded by Councilman Pembroke.

Roll call vote:	Councilman Ruth	Absent
	Councilman Pembroke	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Absent
	Supervisor Jacobs	Aye

Motion carried.

Time: 8:11 PM

Respectfully Submitted,

Aimee Phillips
Town Clerk