

Presiding Supervisor Jacobs called the Organizational Meeting, County of Wayne, State of New York, held at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY to order at 6:00 PM and led those present in the Pledge of Allegiance.

Supervisor Jacobs stated that Councilman Bryson is attending via teleconference as advertised.

<u>PRESENT:</u>	Susie C. Jacobs	Supervisor
	Amber Linson	Councilwoman
	Scott Bryson	Councilman
	Karel Ambroz	Councilman
	Cody Phillips	Councilman
	Tim Vendel	Highway Superintendent
	Lauren Friedl	Deputy Town Clerk

<u>ABSENT:</u>	Aimée Phillips-Lomb	Town Clerk
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OTHERS PRESENT: Jacqueline VanLare, Recreation Director; Laurie Waltermeyer, Town Court Clerk; Philip Williamson, Code Enforcement Officer; Cheri LeMay, Town Comptroller; Norm Drushel, Building Inspector; and one (1) Town Newspaper Reporter.

SUPERVISOR APPOINTMENTS

Supervisor Jacobs stated that she had appointed Councilman Cody Phillips as Deputy Supervisor and Teresa Maioli as Clerk to the Supervisor for 2020.

LIAISON/COMMITTEE APPOINTMENTS

Supervisor Jacobs stated that the liaison/committee appointments will be as follows:

LIAISON / COMMITTEE APPOINTMENTS:

CODY PHILLIPS:
BUILDING DEPARTMENT
SEWER

KAREL AMBROZ:
PARKS & RECREATION
DRAINAGE / MS4

SUSIE JACOBS:
ASSESSMENT DEPARTMENT
CODE ENFORCEMENT / COMPLIANCE

SCOTT BRYSON:
LIBRARY
FIRE MARSHAL

AMBER LINSON:
CEMETERIES
ANIMALS

HIGHWAY SUPERINTENDENT APPOINTMENT – DEPUTY HIGHWAY SUPERINTENDENT

Timothy Vendel, Highway Superintendent, has appointed Mr. Kevin Switzer, as Deputy Highway Superintendent, with a term expiring December 31, 2020.

RECEIVER OF TAXES APPOINTMENT – DEPUTY RECEIVER OF TAXES

Deb Amsler, Receiver of Taxes, has appointed Ms. Trumaine Gibbs, as Deputy Receiver of Taxes, with a term expiring December 31, 2020.

TOWN CLERK APPOINTMENT

Town Clerk Aimée Phillips-Lomb has appointed Lauren Friedl as Deputy Town Clerk.

RESOLUTION 1-20: TOWN BOARD APPOINTMENTS

Councilman Phillips offered the following Resolution to appoint the following:
Seconded by Councilman Ambroz to wit:

Zoning Board	Christine M. Kubida	12/31/2021
Zoning Board	Charles Buss	12/31/2024
Zoning Board Chair	Mike Kunzer	12/31/2022
Zoning Board Council	Donald Young, Esq.	12/31/2020
Planning Board	Marlene Hall	12/31/2024
Planning Board Chair	Richard Johnson	12/31/2021
Planning Board Council	Donald Young, Esq.	12/31/2020
Assessment Review Board	Philip Williamson	9/30/2025
NYSAOT Delegate	Philip Williamson	12/31/2020
NYSAOT Alternate	Susie C Jacobs	12/31/2020
Attorney for Town	Donald Young, Esq.	12/31/2020
Uniform Notice of Claims Agent	Aimee Phillips-Lomb	12/31/2021
Dog Control Officer	Lea Dill	12/31/2020
Town Comptroller	Cheryl LeMay	12/31/2021
Engineer for the Town	LaBella Assoc. PC	12/31/2020
Parks & Rec	Kate	12/31/2022

Committee	Barenek	
Parks & Rec Committee	Aimée Phillips- Lomb	12/31/2023
Parks & Rec Committee Chair	Mike Dermady	12/31/2020
Ethics Board	Douglas Weeks	12/31/2020
Ethics Board/Employee	Cheri LeMay	12/31/2020
Ethics Board	Morris Owen	12/31/2020
Ethics Board	Carrie Lewis	12/31/2020
Ethics Board/Employee	Phil Williamson	12/31/2020
Ethics Board	Steve Gallaher	12/31/2020
Ethics Board	Cody Szatkowski	12/31/2020
Personnel Committee	Linda Kleeman	12/31/2020
Personnel Committee	Teresa Maioli	12/31/2020
Personnel Committee	Phillip Williamson	12/31/2020
NYS Grant Administration	Susie C. Jacobs	12/31/2021
Confidential Secretary	Teresa Maioli	12/31/2020
Labor Attorney	Nicholas J. Fiorenza, Esq.	12/31/2020

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote: Councilwoman Linson Aye
 Councilman Bryson Aye
 Councilman Ambroz Aye
 Councilman Phillips Aye
 Supervisor Jacobs Aye

Resolution carried.

RESOLUTION 2-20: JUSTICE COURT

Councilman Phillips offered the following Resolution and moved its adoption.
 Seconded by Councilwoman Linson to wit:

BE IT RESOLVED that the Justice Court will be held at the Walworth Town Offices as follows:

- 1st & 3rd Wednesday - Regular Court at 7:00 PM
- 1st Wednesday - A.D.A. Court at 6:00 PM
- 4th Monday - A.D.A. Court at 9:00 AM

Date and times are subject to change.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 3-20: LEGAL PAPER DESIGNATION

Councilman Phillips offered the following Resolution and moved its adoption.
Seconded by Councilman Ambroz to wit:

BE IT RESOLVED that the *Times of Wayne County* shall be the legal newspaper for the Town of Walworth for 2020.

Councilwoman Linson recused herself because she still works for the *Time of Wayne County* covering other towns.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Recused
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 4-20: AUTHORIZE THE TOWN SUPERVISOR THE DAY TO DAY ADMINISTRATION AND SUPERVISION OF TOWN AND SPECIAL IMPROVEMENT DISTRICT FUNCTIONS PURSUANT TO TOWN LAW SECTION 29(16)

Councilman Ambroz offered the Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

BE IT RESOLVED, that the Town Board authorizes the Town Supervisor the duties of day-to- day administration and supervision of town and special improvement district functions pursuant to (Town Law, §29(16)).

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 5-20: TOWN BOARD MEETINGS

Councilman Phillips the following Resolution and moved its adoption. Seconded by Councilman Ambroz to wit:

The following was submitted:

<u>DATE</u>	<u>TIME</u>	<u>MEETING</u>
JANUARY 2, 2020	6:00 PM	ORGANIZATIONAL
JANUARY 2, 2020	6:30 PM	REGULAR
JANUARY 16, 2020	6:30 PM	REGULAR
FEBRUARY 6, 2020	6:30 PM	REGULAR
FEBRUARY 20, 2020	6:30 PM	REGULAR
MARCH 5, 2020	6:30 PM	REGULAR
MARCH 19, 2020	6:30 PM	REGULAR
APRIL 2, 2020	6:30 PM	REGULAR
APRIL 16, 2020	6:30 PM	REGULAR
MAY 7, 2020	6:30 PM	REGULAR
MAY 21, 2020	6:30 PM	REGULAR
JUNE 18, 2020	6:30 PM	REGULAR
JULY 16, 2020	6:30 PM	REGULAR
AUGUST 20, 2020	6:30 PM	REGULAR
SEPTEMBER 3, 2020	6:30 PM	BUDGET WORK SESSION
SEPTEMBER 10, 2020	6:30 PM	BUDGET WORK SESSION
SEPTEMBER 17, 2020	6:30 PM	REGULAR
SEPTEMBER 24, 2020	6:30 PM	BUDGET WORK SESSION
OCTOBER 1, 2020	6:30 PM	REGULAR / BUDGET WORK SESSION
OCTOBER 8, 2020	6:30 PM	SPECIAL MEETING / BUDGET PUBLIC HEARING
OCTOBER 15, 2020	6:30 PM	REGULAR / ADOPTION OF BUDGET
NOVEMBER 5, 2020	6:30 PM	REGULAR
NOVEMBER 19, 2020	6:30 PM	REGULAR
DECEMBER 3, 2020	6:30 PM	REGULAR
DECEMBER 17, 2020	6:30 PM	REGULAR

*Work Sessions / Budget Work Sessions are Town Board Meetings; an Agenda will be available.

BE IT RESOLVED that the Town Board meetings will be held at the Walworth Town Offices, 3600 Lorraine Drive, Walworth, according to the submitted schedule.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 6-20 : AUTHORIZE SPENDING LIMITS FOR BUDGETED EXPEDITURES

Councilman Ambroz offered the following Resolution and moved its adoption.
Seconded by Councilman Phillips to wit:

BE IT RESOLVED that the following 2020 Budgeted Expenditures by Department heads is authorized without Town Board approval.

Town Supervisor	\$7,500.00
Highway Superintendent	\$7,500.00
Sewer Superintendent	\$7,500.00
Parks & Recreation	\$2,000.00

Combination of the Department Head and the Town Supervisor, spending limits for budgeted expenditures, is permitted to increase the total amount authorized.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 7-20: OFFICIAL DEPOSITORIES

Councilman Ambroz offered the following Resolution and moved its adoption.
Seconded by Councilwoman Linson to wit:

BE IT RESOLVED that the following banks be declared official depositories for Town Officials:

Supervisor	Lyons National Bank, Federal Home Loan Bank
Judge Young	Citizens Bank
Judge Majchrzak	Lyons National Bank
Town Clerk	Lyons National Bank
Receiver of Taxes	Lyons National Bank
Sewer Superintendent	Lyons National Bank

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 8-20: AUTHORIZING TOWN CODE ARTICLE II BRUSH , GRASS AND WEEDS PER SECTION 128-3 AND ARTICLE III ABANDONED EQUIPMENT AND RUBBISH PER SECTION 128-9

Councilman Phillips offered the following Resolution and moved its adoption. Seconded by Councilman Ambroz to wit:

The following was submitted:

BE IT RESOLVED, per Article II Brush, Grass and Weeds § 128-3 and Article III Abandoned Equipment and Rubbish § 128-9 regulation by Town board: The Town Board may, by resolution require a notice to be served upon owner, executor, administrator, agent, or any person having a vested or contingent interest in such property, as shown by the records of the Assessor of the Town of Walworth ordering them to cut, trim or remove from the property brush, grass, weeds, or to spray poisonous shrubs and/or weeds and/or to remove from the property abandoned equipment and rubbish on such property pursuant to § 64, Subdivision 5-a, and § 130, Subdivision 5, of Town Law.

BE IT FURTHER RESOLVED, the Code Enforcement Officer be authorized to serve notice, when required, on any property owner, executor, administrator, agent, or any person having a vested or contingent interest in such property in violation of Article II Brush, Grass and Weeds, per § 128-3 and Article III Abandoned Equipment and Rubbish per § 128-9. However prior authorization of mowing and/or removal of abandoned equipment and rubbish (which must be paid for by the Town until collected with tax payment by the property owner, executor, administrator, agent, or any person having a vested or contingent interest in such property or purchaser in case of sale) by the Code Enforcement Officer with approval by the Town Supervisor or Deputy Supervisor in the absence of the Supervisor would be required.

BE IT FURTHER RESOLVED, Adoption of Resolution supersedes any and all other Resolution.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

**RESOLUTION 9-20: CHECK-SIGNING AND FACSIMILIE SIGNATURE
AUTHORIZATION**

Councilman Ambroz offered the following Resolution and moved its adoption.
Seconded by Councilwoman Linson to wit:

BE IT RESOLVED, that Susie C. Jacobs, Town Supervisor, and Cody Phillips, Deputy Town Supervisor, are authorized to sign checks and authorize facsimile signatures for monies deposited in the Official depositories Banks.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 10-20: OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS

Councilman Ambroz offered the following Resolution and moved its adoption. Seconded by Councilman Phillips to wit:

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute and Official Undertaking; and

WHEREAS, we, the Town Board of the Town of Walworth hereby require the Supervisor, Town Clerk, Receiver of Taxes, Town Justice, and Highway Superintendent to execute said Official Undertaking as required by said law;

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Walworth approve the document entitled “Town of Walworth Official Undertaking of Municipal Officers and Employees” as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 11-20: NYS RETIREMENT ESTABLISHING STANDARD WORK DAY FOR EMPLOYEES

Councilman Ambroz offered the following Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

The following was submitted:



Office of the New York State Comptroller
New York State and Local Retirement System
Employees' Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

**Standard Work Day
Resolution for Employees*
RS 2418
(Rev. 7/11)**

BE IT RESOLVED, that the Town of Walworth, Location code 30116, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Sewer Laborer	6.00
Sewer Technician	6.00
Recreation Assistant	6.00
Motor Equipment Operator	6.00
Zoning Board Chairperson	6.00
Records Access Officer	6.00
Ethics Board Member	6.00

On this 2 day of January, 2020

(Signature of clerk) Date enacted: January 2, 2020

I, Aimée Phillips, clerk of the governing board of the Town of Walworth
(Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2 day of January, 2020 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto

Set my hand and the seal of the

Town of Walworth

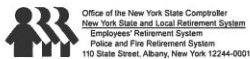
(Name of Employer)



(seal)

*To be used for all employees. Please list Elected and Appointed Officials on the form (RS2417-A) Standard Workday and Reporting Resolution for Elected and Appointed Officials.

See Instructions for Completing Form on Back



**Standard Work Day
Resolution for Employees*
RS 2418**
(Rev. 7/11)

BE IT RESOLVED, that the Town of Walworth, Location code 30116, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Sewer Superintendent	6.00
Justice Town Clerk	6.00
Laborers	6.00
Technicians	6.00
Groundskeeper	6.00
Facility Manager	6.00
Court Constable	6.00
Clerks	6.00

On this 2 day of January, 2020

(Signature of clerk) Date enacted, January 2, 2020

I, Aimée Phillips, clerk of the governing board of the Town of Walworth

(Name of Employee)
of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2 day of January, 2020, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

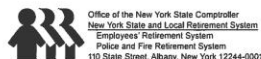
IN WITNESS WHEREOF, I have hereunto

Set my hand and the seal of the
Town of Walworth



*To be used for all employees. Please list Elected and Appointed Officials on the form (RS2417-A) Standard Workday and Reporting Resolution for Elected and Appointed Officials.

See Instructions for Completing Form on Back



**Standard Work Day
Resolution for Employees*
RS 2418**
(Rev. 7/11)

BE IT RESOLVED, that the Town of Walworth, Location code 30116, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Sewer Clerk	6.00
Code Enforcement Officer	6.00
Building Inspector	6.00
Clerk To The Assessor	6.00
Recreation Director	6.00
Recreation Assistant Director	6.00
Account Clerk	6.00
Court Clerk	6.00

On this 2 day of January, 2020

(Signature of clerk) Date enacted, January 2, 2020

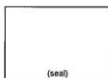
I, Aimée Phillips, clerk of the governing board of the Town of Walworth

(Name of Employee)
of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2 day of January, 2020, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto

Set my hand and the seal of the
Town of Walworth



*To be used for all employees. Please list Elected and Appointed Officials on the form (RS2417-A) Standard Workday and Reporting Resolution for Elected and Appointed Officials.

See Instructions for Completing Form on Back

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

**RESOLUTION 12-20: TO SET CALENDAR SEASON FOR SEASONAL PARK
LABORER EMPLOYEES (2) AS APRIL 13, 2020 TO OCTOBER 16, 2020**

Councilman Phillips offered the Resolution and moved its adoption as amended. Seconded by Councilwoman Linson to wit:

WHEREAS, The Town of Walworth employees 2 seasonal park laborers; and

WHEREAS, the Town Board is required to set the calendar season for a 26-week period annually via resolution;

BE IT RESOLVED that the Walworth Town Board authorizes to set the calendar season for the 2 seasonal park laborers commencing April 13, 2020 and ending October 16, 2020.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 13-20: ANNUAL REVIEW OF INVESTMENT POLICY

Councilman Ambroz offered the following Resolution and moved its adoption. Seconded by Councilman Phillips to wit:

WHEREAS, the Town Board has reviewed the Investment policy adopted 2/21/19, and finds no changes need to be made. Refer to the Town Board minutes of the adoption date.

Document on file in the Town Clerk’s Office.

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Walworth approve the document entitled “Investment Policy, adopted 2/21/19”.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 14-20: ANNUAL REVIEW OF PROCUREMENT POLICY

Councilman Ambroz offered the following Resolution and moved its adoption. Seconded by Councilman Phillips to wit:

WHEREAS, the Town Board has reviewed the Procurement policy adopted 1/3/19, and finds no changes need to be made. Refer to the Town Board minutes of the adoption date.

Document on file in the Town Clerk’s Office.

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Walworth approve the document entitled “Procurement Policy, adopted 1/3/19”.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

**RESOLUTION 15 -20: ANNUAL REVIEW OF TOWN EMPLOYEE HANDBOOK -
NON-DISCRIMINATION AND HARASSMENT POLICY**

Councilman Phillips offered the following Resolution and moved its adoption. Seconded by Councilman Ambroz to wit:

WHEREAS, the Town Board has reviewed the Non-Discrimination and Harassment Policy adopted 10/2018, in the Town Employee Handbook and finds that no changes need to be made. Refer to the Town Board minutes of the adoption date.

Document on file in the Town Clerk’s Office.

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Walworth approve the document entitled “Town Employee Handbook - Non-Discrimination and Harassment Policy adopted 10/2018”.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 16-20: ANNUAL REVIEW OF LOCAL LAW CHAPTER 18 ETHICS, CODE OF

Councilwoman Linson offered the following Resolution and moved its adoption. Seconded by Councilman Ambroz to wit:

WHEREAS, the Town Board has reviewed the Local Law Chapter 18, Ethics, Code of, adopted 1/22/15, and finds no changes need to be made. Refer to the Town Board minutes of the adoption date.

Document on file in the Town Clerk’s Office.

NOW, THEREFORE BE IT RESOLVED that we, the Town Board of the Town of Walworth approve the document entitled “Local Law Chapter 18 Ethics, Code of, adopted 1/22/15”.

Adopted this 2nd day of January, 2020 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 17-20: AUTHORIZING THE ANNUAL ISSUANCE / RENEWAL OF PETTY CASH FUNDS TO DEPARTMENTS AUTHORIZED WITH PETTY CASH

Councilman Ambroz offered the following Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

Whereas, the Town of Walworth Policy and Procedures adopted August, 2010 outlines the issuance of Petty Cash to Departments authorized with Petty Cash, and

Whereas, this Resolution will authorize the issuance and renewal of Departments with Petty Cash.

BE IT RESOLVED that the Town Board authorizes the issuance/renewal of Petty Cash according to the Policy and Procedure Manual.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 18-20: AUTHORIZE REGISTRATION AND ATTENDANCE FOR TOWN OFFICIALS, EMPLOYEES AND APPOINTED BOARDS FOR MEETINGS, TRAININGS & WORKSHOPS AS RECORDED WITH THE 2020 ADOPTED TOWN BUDGET

Councilman Ambroz offered the Resolution and moved its adoption. Seconded by Councilman Phillips to wit:

WHEREAS, Town Officials, Employees and appointed Board Members requested attendance to meetings, trainings and workshops during the 2020 budget preparations; and

WHEREAS, the 2020 budget was adopted included the attendance to these meetings, trainings and workshops; and

BE IT RESOLVED that Town Officials, Employees and appointed Board Members are authorized to register and attend meetings, trainings and workshops as requested during the 2020 budget preparations and approved with the adoption of the 2020 Town Budget is permitted without prior Town Board Approval.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 19-20: AUTHORIZE MILEAGE REIMBURSEMENT, WHEN THE TOWN VEHICLE IS NOT AVAILABLE, FOR TOWN OFFICIALS, EMPLOYEES AND APPOINTED BOARDS TO ATTEND MEETINGS, TRAININGS & WORKSHOPS AS RECORDED WITH THE 2020 ADOPTED TOWN BUDGET

Councilman Phillips offered the Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

WHEREAS, Town Officials, Employees and appointed Board Members requested attendance to meetings, trainings and workshops during the 2020 budget preparations; and

WHEREAS, the 2020 budget was adopted included the Mileage Reimbursement to attend meetings, trainings and workshops; and

BE IT RESOLVED that Town Officials, Employees and appointed Board Members are authorized to request mileage reimbursement (Voucher) when the town vehicle is not available for attending meetings, trainings and workshops as requested during the 2020 budget preparations and included in the adoption of the 2020 Town Budget is permitted without prior Town Board Approval.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 20-20: AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE CONTRACT FOR THE APPOINTMENT OF LABELLA ASSOCIATES, D.P.C., FOR ENGINEERING SERVICES FOR THE TOWN OF WALWORTH FOR THE YEAR 2020

Councilman Ambroz offered the Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

BE IT RESOLVED, the Town Supervisor is hereby authorized to sign the agreement with LaBella Associates, D.P.C., for engineering services for the Town of Walworth for the year 2020.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 21-20: AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE CONTRACT FOR THE APPOINTMENT OF DONALD YOUNG, ESQ., FOR LEGAL SERVICES FOR THE TOWN OF WALWORTH FOR THE YEAR 2020

Councilman Ambroz offered the Resolution and moved its adoption. Seconded by Councilman Phillips to wit:

BE IT RESOLVED, the Town Supervisor is hereby authorized to sign the agreement with Donald Young, Esq., for legal services for the Town of Walworth for the year 2020.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 22-20: AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE CONTRACT FOR THE APPOINTMENT OF NICHOLAS J. FIORENZA, ESQ., FOR LEGAL SERVICES FOR THE TOWN OF WALWORTH FOR THE YEAR 2020

Councilman Ambroz offered the Resolution and moved its adoption. Seconded by Councilwoman Linson to wit:

BE IT RESOLVED, the Town Supervisor is hereby authorized to sign the agreement with Nicholas J. Fiorenza, Esq., for legal services for the Town of Walworth for the year 2020.

Adopted this 2nd day of January, 2020 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

ADJOURNMENT:

Motion by Councilman Ambroz to adjourn.

Seconded by Councilman Phillips.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Ambroz	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Motion carried.

Time: 6:28 PM.

Respectfully Submitted,

Lauren Friedl
Deputy Town Clerk

Aimée Phillips-Lomb
Town Clerk