

Presiding Supervisor Jacobs called the Regular Town Board Meeting, Town of Walworth, County of Wayne, State of New York, held at via Zoom and streamed on Facebook Live due to the COVID-19 pandemic to order at 6:30 PM and the Pledge of Allegiance was waived due to the format of the meeting.

<b><u>PRESENT:</u></b>	Susie Jacobs	Supervisor
	Amber Linson	Councilwoman
	Scott Bryson	Councilman
	Cody Phillips	Councilman
	Timothy Vendel	Highway Superintendent
	Aimée Phillips-Lomb	Town Clerk

<b><u>ABSENT:</u></b>	Karel Ambroz	Councilman
-----------------------	--------------	------------

**OTHERS PRESENT:** Teresa Maioli, Clerk to the Supervisor; Norman Druschel, Building Inspector; Philip Williamson, Code Enforcement Officer; Jim Lee, Director, Wayne County Advances Life Support Services; Cody Szatkowski, Vice President, Western Wayne Ambulance, Inc.; Donald Young, Esq., Town Attorney; one (1) Town Newspaper reporter and no attendees.

**MINUTES**

Motion by Councilman Phillips that the minutes of November 19, 2020 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Bryson.

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

Motion carried.

**PRESENTATION:** Mr. Jim Lee, Director, Wayne County Advanced Life Support Services and 911 Project Manager

Mr. Lee addressed the Town Board and provided a background on ambulance service in the Town of Walworth and housing of the Wayne County ALS fly car. He spoke positively regarding the current and future financial success of Western Wayne Ambulance, Inc. commending the organization for its current financial status, call coverage and large amount of volunteers.

Councilman Phillips inquired as to possible changes to the availability and oversight of ambulance service throughout Wayne County. Mr. Lee provided some options that may take place regarding possible County oversight in the distant future but reiterated that the role of Wayne County is to support agencies.

**DISCUSSION: Wayne County ALS Fly Car**

Mr. Lee explained that the Wayne County ALS fly car will no longer be able to be housed at the Walworth Fire Department after the end of the year and discussed the options he is exploring of having it housed at the Lincoln Fire Department or the Town of Walworth Highway Department. Considerations for housing of the vehicle are based on temperature control needs and location. Supervisor Jacobs asked the Town Board if it would be willing to discuss the use of space at the

Town's Highway Department, if needed, at its meeting on December 17, 2020, and the Board agreed.

**ELECTED OFFICIALS' REPORTS** (Highway, Town Clerk, Justice, Receiver of Taxes):

**TOWN CLERK** – No report.

**HIGHWAY SUPERINTENDENT**

Highway Superintendent Vendel stated that the Highway Department had made a few snow plow runs recently, and asked if a reminder could be posted on the Town's website and on social media that parking is not allowed on the roads in the Town of Walworth after November 1<sup>st</sup> each year.

**JUSTICE COURT** - No report.

**COMMITTEE / LIAISONS' REPORTS**

**COUNCILMAN BRYSON** – No report.

**COUNCILWOMAN LINSON** – No report.

**COUNCILMAN PHILLIPS** – No report.

**COUNCILMAN AMBROZ** – No report.

**SUPERVISOR JACOBS**

Supervisor Jacobs shared that there had been several topics brought up on social media recently that she wanted to address:

- The position of Recreation Leader in the Parks and Recreation Department. Supervisor Jacobs stated that this is a new title, though not a new position. The Recreation Leader will replace the clerk that has now completely moved to the Sewer Department. The position is a union position that has the capability of carrying insurance benefits.
- The "Letters To Santa Program" through the Parks and Recreation Department. Supervisor Jacobs explained that this program is sustained by taxpayer money, and due to the pandemic and financial repercussions, the Town has decided not to offer this program this year. She stated that she had offered to the Friends of Park or Friends of the Library that those organizations may wish to continue the program this year.
- The Town Hall offices are being sanitized regularly, and with intermittent closings, Supervisor Jacobs stated that throughout the pandemic, the employees continue to be actively serving the Town and its residents. Employees may be reached remotely, by phone or e-mail, if necessary.

**RESOLUTIONS:**

**RESOLUTION 161-20: TO AUTHORIZE TOWN SUPERVISOR TO SIGN SOURCEWELL LEASE FOR LEASE OF MAIL PROCESSING EQUIPMENT FOR TERM OF 63 MONTHS, TOTAL AMOUNT \$21,913.92**

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

The following was submitted:

**LEASE - Sourcewell - Purchase Order**  
 Sourcewell Contract #: 04-1917-NPI  
 Sourcewell Membership #: 105079

Customer		Vendor		Ship To	
Organization	Town of Walworth	Company Name	Quident Leasing USA, Inc. FEDERAL EIN 94-2994524	Organization	Town of Walworth
DBA		Address	Government Sales GUNSR 160839872	Attention	Teresa Mavel
Address	3801 Loraine Drive	Address	478 Whalers Farms Rd	Address	3000 Loraine Drive
City State Zip	Walworth NY 14588	City State Zip	Milford CT 06461	City State Zip	Walworth NY 14588
Phone	(315) 568-1400 Fax	Phone	(860) 448-8245 Fax (203) 301-2930	Phone	(315) 568-1400 Email supervisor@townofwalworth.org

QTY	Unit	Description	Unit Price	Total
63	Months	Lease Payment	\$347.84	\$21,913.92

**Products**

QTY	Product ID	Description
1	UX5AP	UX-5 Series Base w/ Auto feeder, Scanner, Catch Tray & Ink Cartridge
1	DWPS	UX Series 6 to Weighing Platform
1	D664CT	D664 Catch Tray
1	D664-INT2SE	2 Station Expert 2 Auto Fed + CIS Scanner + Multi License and OMS-600 Total

1) Order is governed under the terms and conditions of the Sourcewell (Formerly NLP) Contract #: 041917-NPI. Enter this order in accordance with the price, terms, delivery, and specifications listed above.

2) Payments will be sent to:  
 Quident Leasing USA Inc.  
 Dept 3002  
 PO Box 12362  
 Dallas TX 75212-0362  
 Federal ID Number 94-2994524

3) Send all correspondence to:  
 Quident Leasing USA Inc.  
 478 Whalers Farms Rd  
 Milford CT 06461  
 Phone: 303-301-3400 Fax: 303-301-2909

Authorized by \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name \_\_\_\_\_ Title \_\_\_\_\_

Discussion ensued regarding the necessity for the folding and envelope stuffing machine as well as the cost and duration of the lease.

Councilman Phillips made the motion to table discussion on Resolution 161-20 until the Town Board meeting to be held on December 17, 2020. Councilwoman Linson seconded the motion.

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

Resolution carried.

**COMMUNICATION:** Town Clerk Phillips-Lomb stated that the next Town Board regular meeting will be held virtually on December 17<sup>th</sup>, 2020 at 6:30 PM.

**NEW AND OTHER BUSINESS:**

**DISCUSSION: 2021 Town of Walworth Fee Schedule**

Discussion ensued regarding the fee changes proposed on the 2021 Town of Walworth Fee Schedule. Norm Druschel reviewed the changes he proposed for the Building Department. Phil Williamson reviewed the changes for the Zoning and Planning Boards for 2021.

Town Clerk Phillips-Lomb will update the draft of the 2021 Town of Walworth Fee Schedule and provide it to the Board and Departments for review prior to the December 17, 2020 Town Board meeting.

**EXECUTIVE SESSION:**

Motion by Councilman Phillips to enter into discussion under attorney client privilege followed by executive session to discuss medical, financial, credit, or employment history of a particular person/corporation, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension; and the proposed acquisition/sale/lease if real property when publicity might affect value.

Seconded by Supervisor Jacobs.

Highway Superintendent Vendel and Western Wayne Ambulance, Inc. Vice President Szatkowski were asked to remain in the executive session, and Town Attorney Young joined the meeting.

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

Motion carried.

Time: 7:48 PM

**RECONVENE:**

Councilwoman Linson made the motion to reconvene the meeting. Councilman Phillips seconded the motion.

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

Motion carried.

Time: 8:55 PM

**ADJOURNMENT:**

Motion by Councilwoman Linson to adjourn. Seconded by Councilman Phillips.

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

Motion carried.

Time: 8:55 PM

Respectfully Submitted,

Aimée Phillips-Lomb  
Town Clerk