

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 6:32 PM and the Pledge of Allegiance was waived due to the format of the meeting.

**PRESENT:**

Susie Jacobs	Supervisor
Amber Linson	Councilwoman
Scott Bryson	Councilman
Karel Ambroz	Councilman
Cody Phillips	Councilman
Aimée Phillips-Lomb	Town Clerk

**ABSENT:** Timothy Vendel Highway Superintendent

**OTHERS PRESENT:** Donald Young, Esq., Town Attorney; Melissa Halstead, Sole Assessor; Emily Kunz, Assistant to the Assessor; one Town newspaper reporter.

**MINUTES**

Motion by Councilman Bryson that the minutes of January 21, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Phillips.

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

Motion carried.

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

**TOWN CLERK** – No report.

**RECEIVER OF TAXES**

Motion by Councilman Phillips to accept the Receiver of Taxes’ Monthly Report, dated 1/21/2021. Seconded by Councilwoman Linson.

**Town of Walworth Board Report 01/21/2021**  
**Tax dollars collected REVISED**

Principal	\$1,676,493.17
Interest	\$0.00
Mail fee	\$0.00
<b>Total</b>	<b>\$1,676,493.17</b>

**Tax dollars disbursed to the town**

Ck# 650	\$130.00	Brookside Light Dist
Ck# 651	\$1,000.00	Parkview Green Dist
Ck# 652	\$1,500.00	Orchard View Light Dist
Ck# 653	\$2,573.00	Arbor/Tummonds #20
Ck# 654	\$3,777.66	Omitted Town Tax
Ck# 655	\$5,700.00	Harvest Hill Light Dist
Ck# 656	\$7,000.00	Gananda Sidewalk Dist
Ck# 657	\$10,125.00	Cemeteries
Ck# 658	\$14,700.00	Walworth Light Dist
Ck# 659	\$17,500.00	Gananda Light Dist
Ck# 660	\$24,678.00	Walworth Ext #19
Ck# 661	\$59,431.00	Drainage
Ck# 662	\$72,851.97	Relevied Water
Ck# 663	\$193,106.00	W Walworth FD
Ck# 664	\$203,857.00	Lincoln FD
Ck# 665	\$261,274.00	Library
Ck# 666	\$321,468.00	Walworth FD
	<u>\$1,200,671.63</u>	

Ck# 667-VOID \$336,627.00 WWTP Capital Sewer

Receiver of Taxes *Deb Amos 1/21/2021* **1 of 1**

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

Motion carried.

**HIGHWAY SUPERINTENDENT** – No report.

**JUSTICE COURT** - No report.

**COMMITTEE / LIAISONS' REPORTS**

**COUNCILMAN BRYSON**

Councilman Bryson reported that he had met with Parks and Recreation staff the day before discussing spring programming, the upcoming Farmers' Market season and the hire of the new Recreation Leader. He also stated that the Parks Department will be looking to hire a full-time Laborer position in the spring. Councilman Bryson explained that the Library's expansion project's plan is now being reviewed, and an independent consultant has been hired to assist in this. He stated that there was a brief snow plowing "mix-up" regarding after hours at the Town Hall complex, but this has been resolved.

**COUNCILWOMAN LINSON**

Councilwoman Linson stated there would be a meeting of the Walworth Historical Society that coming Monday at 2PM, and upcoming meetings of the Wayne County Bicentennial Committee have been scheduled.

**COUNCILMAN PHILLIPS**

Councilman Phillips stated that he was looking forward to the Assessment Department's presentation that evening, and thanked Mel Halstead and Emily Kunz for their hard work on the presentation.

**COUNCILMAN AMBROZ**

Councilman Ambroz reiterated the snow plowing issue and stated that it will be discussed regarding the Court.

**SUPERVISOR JACOBS**

Supervisor Jacobs shared the following with the Board and the public:

- The draft of the Public Employer Health Emergency Plan for the Town of Walworth has been forwarded to the Teamsters union for review
- Snowmobile trails are available for snowmobilers, and reminded the public that the rest of the park areas are not open for that purpose
- The new code book is being reviewed by the Town's attorney and will be brought to the Town Board next for its review
- The Home Occupation Local Law will need to be reviewed at a later date
- The Town of Walworth Comprehensive Plan Advisory Committee will be appointed soon as the plan is set to be reviewed this year. The Committee is still in need of two residents, with a May through December commitment time frame.

**RESOLUTIONS:****RESOLUTION 46-21: TO AUTHORIZE THE TOWN CLERK TO ISSUE A RENEWAL LICENSE TO MAINTAIN AND OPERATE AN AUTOMOBILE SALVAGE YARD FOR BRITISH AUTO SALVAGE**

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

The following was submitted:

**WHEREAS**, application has been made to the Town Board of the Town of Walworth for a License to conduct an automobile wrecking yard, junk yard, or act as a junk dealer at British Auto Salvage, 600 Penfield Road, Walworth, New York, in said for the year 2021 pursuant to Chapter 99 of the Town of Walworth Municipal Code.

**WHEREAS**, the Building Inspector / Fire Marshal has completed the annual inspection of British Auto Salvage on February 1, 2021; and has found no violations.

**BE IT RESOLVED**, that the Town Clerk issue the License and collect the fees according to the Walworth Fee Schedule to British Auto Salvage.

Adopted this 4<sup>th</sup> day of February, 2021 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 47-21: AUTHORIZE THE HIRE OF MS. AMELIA DEVOLDER AS RECREATION LEADER, FULL TIME PROVISIONAL EMPLOYEE WITH A RATE OF \$16.34 PER HOUR, EFFECTIVE FEBRUARY 22, 2021**

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

**WHEREAS**, the Recreation Department needs a full time Recreation Leader; and

**WHEREAS**, the position was advertised as required and interviews of qualified applicants were conducted; and

**WHEREAS**, the Recreation Leader shall be a bargaining unit position and salary consistent with the Collective Bargaining Agreement; and

**WHEREAS**, the Recreation Director recommended the hiring of Ms. Amelia Devolder;

**BE IT RESOLVED**, that Ms. Devolder is hired as full time provisional Recreation Leader, on condition that the employee passes Alcohol and Drug screening as required by Town Policy, with a rate of \$16.34 per hour, effective February 22, 2021.

Supervisor Jacobs stated that she would like to see the resolution amended to reflect that the Recreation Leader is a competitive Civil Service position and will remain provisional until all testing requirements are met.

Councilman Phillips made the motion to amend Resolution 47-21 to state “the Recreation Leader is a competitive Civil Service position and shall remain provisional until the Civil Service testing requirements are met”. Councilwoman Linson seconded the motion.

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

Motion carried.

**RESOLUTION 47-21: AUTHORIZE THE HIRE OF MS. AMELIA DEVOLDER AS RECREATION LEADER, FULL TIME PROVISIONAL EMPLOYEE WITH A RATE OF \$16.34 PER HOUR, EFFECTIVE FEBRUARY 22, 2021, AS AMENDED**

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

**WHEREAS**, the Recreation Department needs a full time Recreation Leader; and

**WHEREAS**, the position was advertised as required and interviews of qualified applicants were conducted; and

**WHEREAS**, the Recreation Leader shall be a bargaining unit position and salary consistent with the Collective Bargaining Agreement; and

**WHEREAS**, the Recreation Leader is a competitive Civil Service position and shall remain provisional until the Civil Service testing requirements are met; and

**WHEREAS**, the Recreation Director recommended the hiring of Ms. Amelia Devolder;

**BE IT RESOLVED**, that Ms. Devolder is hired as full time provisional Recreation Leader, on condition that the employee passes Alcohol and Drug screening as required by Town Policy and Civil Service testing requirements are met, with a rate of \$16.34 per hour, effective February 22, 2021.

Adopted this 4<sup>th</sup> day of February, 2021 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 48-21: AUTHORIZE THE TOWN BOARD TO SIGN THE 2020 SERVICE AWARD PROGRAM SPONSOR APPROVAL FORM FOR THE WEST WALWORTH FIRE DEPARTMENT**

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

The following was submitted:

**2020 SPONSOR APPROVAL FORM**  
**SERVICE AWARD PROGRAM**

Town of Walworth  
 West Walworth Fire Department

Article 11-A of the New York State General Municipal Law requires that a list of volunteers who earned a year of Service Credit during 2020 be certified under oath by the Fire Department and submitted to the Program Sponsor by March 31, 2021. The Program Sponsor must then review and approve the 2020 Firefighter Records listing. To comply with Article 11-A, the Town Board must sign this form once the certified 2020 Firefighter Records listing has been reviewed and approved by the Board. Once signed, the entire 2020 Data Request Package should be returned to the Fire Department so that the approved certified listing can be posted for at least 30 days as required by Article 11-A.

**OPTION:** You may submit a copy of the Board resolution adopted to approve the 2020 records listing for posting in lieu of having the Board members sign below.

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**APPROVAL**  
 The Town Board has reviewed and approved the 2020 Firefighter Records listing.

Town Board Member	Date
Town Board Member	Date
Town Board Member	Date
Town Board Member	Date
Town Board Member	Date

APPROVAL (BLUE)

**BE IT RESOLVED**, that the Town Board is authorized to sign the 2020 Service Award Program Sponsor Approval Form for the West Walworth Fire Department.

Discussion ensued regarding the notarization of another form in the LOSAP packet for the West Walworth Fire Department. Due to a conflict of interest, the Town Board requested that this form be re-notarized as a stipulation of the approval of this resolution.

Adopted this 4<sup>th</sup> day of February, 2021 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.

**COMMUNICATION:**

Supervisor Jacobs asked Town Clerk Phillips-Lomb to read the list of the following items that were received as correspondence:

- **Letter from Charter Communications**, dated January 29, 2021
- **Recognition certificate of Town Supervisor from United States Census Bureau**

Supervisor Jacobs shared the dates of the next Town Board meetings for February and March 2021, and stated that the next Town Board regular meeting will be held via Zoom and streamed on Facebook Live on February 18, 2021 at 6:30 PM. She also shared that the meeting on March 4, 2021 will be followed by a 6:00 PM work session.

Councilman Phillips inquired as to the reopening of Town Board meetings to the public, and Supervisor Jacobs stated that she is monitoring the statistics, etc. of the pandemic and will update the Town Board in the near future.

**PRESENTATION:** Melissa Halstead, Sole Assessor; and Emily Kunz, Assistant to the Assessor

Mrs. Halstead stated that the presentation will give an overview of the Town of Walworth Revaluation process and introduced Mrs. Kunz to review the PowerPoint presentation with the Town Board. Mrs. Kunz presented the goals and reasoning for the revaluation of the Town of Walworth while defining the terminology used and providing interpretation of numbers provided. She shared the potential impact on residents and the process to contest an assessment. She strongly encouraged residents to contact the Assessment Department with any questions regarding their assessments.

Councilman Phillips thanked both Mrs. Halstead and Mrs. Kunz for their hard work throughout the revaluation process. Councilwoman Linson reiterated Councilman Phillips' words stating they have done an "amazing" job, being followed up by similar words from Supervisor Jacobs and Councilman Bryson. All councilmembers encouraged residents to contact the Assessment Department with questions or concerns. Information is found on the Town's website and will be featured on social media.

**ATTORNEY CLIENT PRIVILEGE:**

At 7:13 PM, following the conclusion of the presentation, Supervisor Jacobs stated that the Town Board had a need to enter into a session of attorney client privilege with no business to follow.

**ADJOURNMENT:**

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

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

Motion carried.

Time: 9:18 PM

Respectfully Submitted,

Aimée Phillips-Lomb  
Town Clerk