

Presiding Supervisor Jacobs called the Regular Town Board Meeting, Town of Walworth, County of Wayne, State of New York, held at 3600 Lorraine Drive, Walworth, New York and streamed on Facebook Live due to the COVID-19 pandemic to order at 6:30 PM. Supervisor Jacobs led those present in the recitation of the Pledge of Allegiance.

PRESENT:

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

ABSENT: No members of the Town Board were absent.

OTHERS PRESENT: Donald Young, Esq., Town Attorney; Teresa Flye, Clerk to the Supervisor; Phil Williamson, Code Enforcement Officer; Melissa Halstead, Sole Assessor; one (1) Town newspaper reporter and eight (8) members of the public.

MINUTES

Motion by Councilman Bryson that the minutes of May 20, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Ambroz.

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

Motion carried.

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

The Supervisor’s Report for the month of May 2021 was submitted to the Town Board.

Motion by Councilwoman Linson to accept the Supervisor’s Report for the month of May 2021. Seconded by Councilman Phillips

06/01/21 14:59:15

MONTHLY REPORT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF WALWORTH:

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of May, 2021.

DATED: June 1, 2021

James Penick
SUPERVISOR

	Balance 04/30/21	Increases	Decreases	Balance 05/31/21
A GENERAL FUND				
CASH IN CHECKINGS	120,000.00	238,038.68	238,038.68	120,000.00
CASH IN SAVINGS	545,223.35	388,134.63	238,038.68	695,319.30
MONEY MARKET ACCT	665,918.18	213.74	0.00	666,031.92
PETTY CASH	820.00	0.00	0.00	820.00
HIGHWAY BUILDING REPAIR/ALTERA	79,134.59	13.44	0.00	79,148.03
BLDG EQUIPMENT/SOFTWARE	2,947.23	0.01	0.00	2,947.24
TOWN CLERK EQUIPMENT RESERVE	3,128.12	0.53	0.00	3,128.65
COMPUTER EQ RESERVE SAVINGS	71,116.71	12.08	0.00	71,128.79
TOWN HALL CAPITAL RESERVE	245,174.45	41.63	0.00	245,216.08
DOG ENHANCEMENT RESERVE FUND	4,009.70	0.68	0.00	4,010.38
EMPLOYEE BENEFIT RESERVE	1,977.26	0.34	0.00	1,977.60
PARK EQ RESERVE SAVINGS	95,483.93	16.21	0.00	95,500.14
RETIREMENT CONTRIBUTION RESERV	10,102.91	1.72	0.00	10,104.63
RAMBLEY SIDEWALK RESERVE FOND	27,770.01	4.72	0.00	27,774.73
RESERVE FOR RECORDS MANAGEMENT	60,771.90	10.32	0.00	60,782.22
TOTAL	1,932,678.34	626,388.73	476,077.36	2,082,989.71
CM1- PARK SPECIAL REVENUE FUND				
CASH - CHECKING	0.00	119.31	119.31	0.00
CASH - SAVINGS	105,602.73	1,693.60	119.31	107,178.42
TOTAL	105,602.73	1,814.31	238.62	107,178.42
CM6- CEMETERIES				
CHECKING	0.00	349.34	349.34	0.00
CASH - SAVINGS	22,399.54	0.00	349.34	22,050.20
TOTAL	22,399.54	349.34	698.68	22,050.20
DA HIGHWAY FUND				
CASH IN CHECKING	120,000.00	108,130.72	108,130.72	120,000.00
CASH IN SAVINGS	1,099,104.71	33,648.00	108,130.72	1,024,621.99
MONEY MARKET ACCT	542,294.53	92.08	0.00	542,386.61
EMPLOYERS BENEFITS RESERVE	6,572.71	1.12	0.00	6,573.83
MACHINERY RESERVE SAVINGS	237,156.39	40.27	0.00	237,196.66
RETIREMENT CONTRIBUTION RESERV	10,102.91	1.72	0.00	10,104.63
TOTAL	2,015,191.25	141,913.91	216,261.44	1,940,843.72
L LIBRARY FUND				
	0.00	0.00	0.00	0.00

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MONTHLY REPORT OF SUPERVISOR

	Balance 04/30/21	Increases	Decreases	Balance 05/31/21
TOTAL	0.00	0.00	0.00	0.00
MS SELF INSURANCE FUND				
CASH IN SAVINGS	1,304.35	1,331.55	0.00	2,635.90
TOTAL	1,304.35	1,331.55	0.00	2,635.90
SD1- WALWORTH CONSOLIDATED				
CASH IN CHECKING	0.00	652.70	652.70	0.00
CASH IN SAVINGS	141,440.82	0.00	652.70	140,788.12
TOTAL	141,440.82	652.70	1,305.40	140,788.12
SD2- CRYSTAL CREEK DRAINAGE				
CASH IN CHECKING	0.00	700.00	700.00	0.00
CASH IN SAVINGS	3,019.73	0.00	700.00	2,319.73
CRYSTAL CREEK DRAINAGE RES DRW	6,710.99	1.14	0.00	6,712.13
TOTAL	9,730.72	701.14	1,400.00	9,031.86
SF1- WALWORTH FIRE DISTRICT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SF2- WEST WALWORTH FIRE PROTECTION				
CASH IN SAVINGS	19,350.30	3.29	0.00	19,353.59
TOTAL	19,350.30	3.29	0.00	19,353.59
SF3- LINCOLN FIRE PROTECTION				
CASH IN SAVINGS	48,051.59	8.16	0.00	48,059.75
TOTAL	48,051.59	8.16	0.00	48,059.75
SL1- WALWORTH LIGHT DISTRICT				
CASH IN CHECKING	0.00	274.28	274.28	0.00
CASH IN SAVINGS	17,640.98	0.00	274.28	17,366.70
TOTAL	17,640.98	274.28	548.56	17,366.70
SL2- HARVEST HILL LIGHT DISTRICT				
CASH IN CHECKING	0.00	534.17	534.17	0.00
CASH IN SAVINGS	11,563.70	0.00	534.17	11,029.53
TOTAL	11,563.70	534.17	1,068.34	11,029.53
SL3- GANANDA LIGHT DISTRICT				
CASH IN SAVINGS	22,822.17	0.00	0.00	22,822.17

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CONTINUED ON NEXT PAGE

MONTHLY REPORT OF SUPERVISOR

	Balance 04/30/21	Increases	Decreases	Balance 05/31/21
TOTAL	22,822.17	0.00	0.00	22,822.17
SL4- BROOKSIDE LIGHT DISTRICT				
CASH IN CHECKING	0.00	10.76	10.76	0.00
MONEY IN SAVINGS	116.13	0.00	10.76	503.33
BROOKSIDE REPAIR RESERVE	4,710.77	0.00	0.00	4,711.57
TOTAL	5,224.80	11.56	21.52	5,214.94
SL5- ORCHARD VIEW LIGHT DISTRICT				
CASH - CHECKING	0.00	111.47	111.47	0.00
CASH - SAVINGS	6,844.59	0.00	111.47	6,733.12
TOTAL	6,844.59	111.47	222.94	6,733.12
SM GANANDA SIDEWALK DISTRICT				
CASH IN CHECKING	0.00	1,126.18	1,126.18	0.00
CASH IN SAVINGS	39,062.59	1,020.00	1,126.18	38,956.41
TOTAL	39,062.59	2,146.18	2,252.36	38,956.41
SP JOHN'S PARK DISTRICT				
CASH - SAVINGS	0.00	0.00	0.00	0.00
CASH - SAVINGS	3,784.29	0.00	0.00	3,784.29
TOTAL	3,784.29	0.00	0.00	3,784.29
SS WALWORTH SEWER DISTRICT #1				
CASH IN CHECKING	0.00	45,360.81	45,360.81	0.00
CASH IN SAVINGS	488,064.44	100,747.00	51,874.10	536,937.34
MONEY MARKET	477,448.05	6,596.60	0.00	484,044.65
PETTY CASH	100.00	0.00	0.00	100.00
SEWER DIST BUILDING RESERVE	202,618.32	34.41	0.00	202,652.73
SEWER EQ RESERVE SAVINGS	128,432.97	21.81	0.00	128,454.78
SEWER CAPITAL RESERVE	528,331.36	89.72	0.00	528,421.08
TOTAL	1,925,995.14	160,870.57	97,236.91	1,989,628.80
SW1- WALWORTH WATER DISTRICT #1				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
CASH IN SAVINGS	38,460.53	0.00	0.00	38,460.53
SPECIAL RESERVE, WATER STORAGE	2,319.45	0.06	0.00	2,319.51
TOTAL	40,779.98	0.06	0.00	40,780.04
SW19- WATER EXT #19 LIN/SWA/CO				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
CASH IN SAVINGS	2,990.43	0.00	0.00	2,990.43
TOTAL	2,990.43	0.00	0.00	2,990.43
SW20- WATER EXT #20 ARBOR/TUMMONDS				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
CASH IN SAVINGS	56.16	0.00	0.00	56.16

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MONTHLY REPORT OF SUPERVISOR

	Balance 04/30/21	Increases	Decreases	Balance 05/31/21
TOTAL	56.16	0.00	0.00	56.16
VA TRUST & AGENCY				
CASH	91,010.36	167,304.07	174,557.34	83,757.09
TOTAL	91,010.36	167,304.07	174,557.34	83,757.09
V DEBI SERVICE				
ARBOR/TUMMONDS RESERVE SAVINGS	0.00	0.00	0.00	0.00
ARBOR/TUMMONDS RESERVE SAVINGS	10,899.53	1.85	0.00	10,901.38
LIN/SMAD RESERVE SAVINGS	16,428.40	2.79	0.00	16,431.19
TOTAL	27,327.93	4.64	0.00	27,332.57
TOTAL ALL FUNDS	6,490,852.86	1,104,420.13	971,889.47	6,623,383.52

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

Motion carried.

TOWN CLERK

Town Clerk Phillips-Lomb shared the following with the Board and those present:

- Fireworks Permit has been issued to The Ballroom at Carey Lake, to be held July 3 and September 25, 2021 at 10:30 PM (notices posted)
- Designation of “Town Sign Board” in Town Hall foyer for posting of legal notices, etc.

RECEIVER OF TAXES – No report.

HIGHWAY SUPERINTENDENT

Highway Superintendent Vendel reported that milling and paving had been completed on Deer Meadow Run, Still Meadow Drive and Country Circle. Additional roads will be completed once the contractor is available. He also stated that drainage culvert work will begin soon with the need for temporary road closures, starting with Hennessey Road.

JUSTICE COURT - No report.

COMMITTEE / LIAISONS' REPORTS

COUNCILMAN BRYSON

Councilman Bryson reported that the Library's fall book sale will take place from October 27 through October 29, 2021 and that the tentative timetable for the Library expansion project will include requests for bids in July, with the opening of bids taking place on July 30, 2021. He stated that the Parks Department staff have been busy mowing and maintaining the athletic fields, and programming is going well in the Recreation Department. Councilman Bryson shared that the first Farmers' Market of the season went well, and informed those present that the Summer Bluegrass Series will kick off that Friday at 7 PM.

COUNCILWOMAN LINSON

Councilwoman Linson stated that the Walworth Historical Society met on June 14, 2021 and will be updating the Town Hall display and attending the Farmers' Market. The Walworth Historical Society will also be holding a ceremony to commemorate the new Pomeroy marker in the near future. Lastly, Councilwoman Linson shared that there will be a presentation of a proposed Eagle Scout project involving one of the Town's cemeteries later in the meeting.

COUNCILMAN PHILLIPS

Councilman Phillips shared the Town of Walworth Treatment Plant Monthly Report for May:

TOWN OF WALWORTH WASTEWATER TREATMENT PLANT

5451 Ontario Center Road
Walworth NY 14568

Rob Burns, Sewer Superintendent
sewer@townofwalworthny.gov

315-906-3415 PHONE

June 2, 2021

To: Councilman Cody Phillips

Regarding: Wastewater Treatment Plant Monthly Report

Please see following the May 2021 monthly report for the Wastewater Treatment Plant. Please let me know if you have any questions.

- Daily maintenance and monitoring.
- Daily process and required sampling.
- Daily required sampling for DEC and Baldwin Richardson Foods.
- Operated the DAF sludge thickener for a total of 14 days.
- Hauled 56,000 gallons of thickened sludge for disposal; 40,000 to Canandaigua and 16,000 to the City of Rochester.
- Completed Baldwin Richardson Foods billing & May DMR's.
- Responded to 55 UFPO requests.
- Responded to 3 after hour call ins.
- Weekly mowing of cemeteries, plant, and pump stations.
- Working on equipment list with Wayne County Water and Sewer Authority and billing invoices for payment.
- Working on new McAlpin's permit with Labella Engineering, the DEC and EPA.
- Mandrell inspections at Lehighwood.
- Quarterly inspections with Labella at Baldwin Richardson Foods.
- 6-month generator inspections and oil changes done at pump stations and plant.
- Maintenance completed on generator from suggested list from inspection report.
- Replaced crane motor on pump reach on truck.

Thank you.

Rob Burns, Sewer Superintendent

Councilman Phillips shared that the Town's revaluation was complete and introduced Sole Assessor Halstead who shared the following information and read the following statement:

2021 REASSESSMENT FOR THE TOWN OF WALWORTH:

264 CHANGES BEFORE TENTATIVE ROLL (MAY 1ST, 2021)

84 GRIEVANCE (WALKINS / APPOINTMENTS / DROP OFFS) (MAY 27TH, 2021)

347 STIPULATIONS AFTER TENTATIVE (BETWEEN MAY 1, & MAY 27TH, 2021)

695 TOTAL CHANGES

Statement Regarding the 2021 Reassessment for the Town of Walworth

At this time, the 2021 Reassessment for the Town of Walworth has been completed.

Per New York State, we have reached 100% for our equalization rate as a result of this process. As the board is aware, the town was at 86% equalization rate for 2020; at that time, the town was assessing properties at 86% of fair market value. Now that we are at 100%, we are assessing each property accurately and fairly, and at full market value. Because of this, tax rates in the area should be able to lower accordingly to reflect these changes.

As the board is also aware, this was a process that took place over the last 15 months. Research, data collection, updating of information, and property valuations were completed for each parcel in the town. Beginning in March of 2021, the Assessment Department began meeting with the residents of the town to ensure they understand and are comfortable with their new property valuations, and finished up this process with Grievance Day on May 27th.

During this time, many people were integral in assisting the department. As the Assessor and the individual responsible for the revaluation and the assessment roll, as well as per my certification by New York State, I completed the valuation of each parcel, and individually reviewed each parcel for accuracy. The Assistant to the Assessor helped me throughout this process with data collection and entry, speaking with residents, scheduling appointments, etc. Supervisor Susie Jacobs stepped in to assist with administrative duties, which included speaking with residents to help in the scheduling process and relaying information that I specifically asked her to share with individuals to ensure we got back to residents in as timely a fashion as possible. Several others in the town hall – Teresa Flye, Lauren Friedl, Cheri LeMay, and Aimee Phillips-Lomb – assisted us with folding letters and stuffing envelopes. Aimee also took a great deal of paperwork and interfaced with residents while we assisted others, as did her new deputy, Jenna, who immediately stepped in to help. Deb Amsler assisted with paperwork, recording messages and calls for us, and organizing our schedules call-back lists. Lastly but certainly not least, Barb Goulette went above and beyond to assist from day one – taking paperwork from residents, assisting with mailings, and later, when she stepped in to the temporary clerk position, communicating with

residents and assisting with the set up and carrying out of Grievance Day. It was truly a team effort.

I'd like to thank all of these individuals for their help and support, as well as that of our liaison to the Assessment Department, Cody Phillips, and also Amber Linson.

I'd also like to commend the Board of Assessment Review for their hours and hours of work to hear and review every resident's case who submitted paperwork or appeared in front of the BAR to discuss their assessment.

The final assessment roll will be available to the public after July 1, 2021, and will reflect the new valuations, as well as our 100% equalization rate.

COUNCILMAN AMBROZ

Councilman Ambroz shared that recently hired Court Clerk Heidi Sutherland is doing well, and reported that there have continued to be some drainage issues with the Lehrwood Estates development.

SUPERVISOR JACOBS

Supervisor Jacobs shared the following with those present:

- The Town Board will be making additional changes to the updated Town Code, and a session of attorney client privilege was held on June 9, 2021 to discuss code changes
- An additional public hearing may need to be held to approve changes, but would not take place until the fall
- Complaints have been received regarding nuisance barking and the Dog Control Officer would like the new code to be approved so these complaints can be addressed
- Facebook has been helpful for reuniting stray/missing dogs with their owners
- Town of Walworth staff meeting was held to update on lifting of COVID restrictions
- Meeting with Tony Hill, Firefly Admin, Inc. and members of the West Walworth and Lincoln Fire Departments regarding possible changes to their LOSAP programs
- A traffic study will be completed for Route 350
- A request has been received for an intersection light at the intersection of Boynton and Smith Hill Roads

PUBLIC HEARING RULES AND PROCEDURES:

Supervisor Jacobs reviewed the Public Hearing Rules and Procedures for the Supervisor presiding over the hearing before the one (1) Public Hearing on the Meeting Agenda. Town Clerk Phillips-Lomb read the following legal notice:

**ORDER AND PUBLIC HEARING NOTICE FOR SEWER DISTRICT EXTENSION TO
SERVICE LEHRWOOD ESTATES SUBDIVISION**

WHEREAS, a petition dated May 19, 2021, (the “Petition”), has been duly presented to the Walworth Town Board requesting that a sewer district extension, as hereinafter described, be established in the Town, and

WHEREAS, the purpose of the proposed sewer district extension is to serve those lands comprising the “Lehrwood Estates” subdivision, comprising 98 residential home lots on approximately 76 acres, the boundaries of such sewer district extension generally including those lands comprising the “Lehrwood Estates” subdivision, said subdivision being bisected by Mildahn Rd., bordered on the north side by Gananda Parkway (Country Road 205A) and the south side by Macedon Town line, all as more particularly described in the Map, Plan and Report, entitled “Walworth Sewer District Extension #9, Map, Plan and Report, for Lehrwood Estates Subdivision” (the “Map, Plan and Report”), dated May 18, 2021 and on file with the Walworth Town Clerk where it is available for public review; and

WHEREAS, the improvements proposed in said district comprise approximately 5000 feet of PVC sewer main, with manholes, etc., all is more particularly described in the Map, Plan and Report; and

WHEREAS, the maximum amount proposed to be expended for the capital cost of the District improvements as stated in the said Petition is \$0, as the improvements will be constructed by the developer and not the Town; and

WHEREAS, the estimated cost of hook-up fees is \$850.00; and

WHEREAS, while the capital cost incurred as a result of construction of these improvements to this District Extension is \$0, since they will be paid for and constructed by the developer, the overall cost to a

typical property is expected to be approximately \$700.00, such cost generally comprising taxes and fees associated with the Regional Sewer Project.

NOW, THEREFORE, BE IT, ORDERED, that the Walworth Town Board shall meet at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY on June 17th at 7:00 p.m., to consider said petition and hear all persons interested in the subject thereof, and it is further

ORDERED, that the Town Clerk is hereby authorized and directed to publish a certified copy of this order in the newspaper, and to post a copy of same in manner required by law.

Dated: May 25, 2021

By Order of the Town Board
of the Town Walworth
Aimée Phillips-Lomb
Town Clerk

Supervisor Jacobs declared the Public Hearing opened and asked if anyone present would like to speak in **FAVOR** or **AGAINST**.

Time: 7:05 PM.

Mrs. Deborah Williams, of 3533 Main Street, Walworth, addressed the Board regarding the fees outlined in the legal notice. Town Attorney Young explained the how the fees will be appropriated once collected for new sewer hookups.

There were no additional comments from the public present or in writing submitted to the Town Clerk, and no comments were posted on Facebook.

Motion by Councilman Ambroz to close the Public Hearing.
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: 7:08 PM.

RESOLUTIONS:

RESOLUTION 86-21: BUDGET AMENDMENTS

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

June 17, 2021 TOWN BOARD MEETING

BE IT RESOLVED that the Town Comptroller be authorized to modify budget as follows:

\$50.00 Transfer from A599 Fund Balance to A7310.48 Farm Market Contractual to cover expenses. Money was originally deposited in A2770FM Farmers Market Income.

\$23,418.62 Transfer from CM1-599 Parks Fund Balance to CM1-7110.21 Capital Expenses Resurfacing.

Adopted this 17th day of June, 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.

RESOLUTION 87-21: ABSTRACT 6, APPROVAL

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

To: Walworth Town Board

From: Cheri LeMay-Town Comptroller

Date: 17-Jun-21

Re:

Abstract #6

Attached please find a copy of the Abstracts by Fund. I have audited

all claims and will be transferring funds to cover payments by Fund as follows:

Voucher Numbers	793-957	
A	General Fund	\$88,158.56
DA	Highway Fund	\$164,911.31
	Sewer	
SS	Fund	\$914,761.98

CM1	Park Special Revenue Fund	\$23,633.65
SD1	Walworth Consolidated Drainage	\$120.00
SL1	Walworth Light District	\$262.53
	Harvest Hill Light	
SL2	District	\$522.37
SL3	Gananda Light District	\$2,244.25
SL4	Brookside Light District	\$9.90
SL5	Orchard View Light District	\$101.26
SM	Gananda Sidewalk District	\$0.00
CM6	Cemeteries	\$0.00
SP	John's Park District	\$0.00
MS	Unemployment Self Insured Fund	\$0.00
SW19	Water Ext #19	\$0.00
SW20	Water Ext #20	\$0.00
L	Library	\$0.00
SF3	Lincoln Fire Dept	\$0.00
SF2	West Walworth Fire Dept	\$0.00
SD2-	Crystal Creek	\$0.00
	Total Payments	\$1,194,725.81

Voucher Number 84-92

Trust & Payroll \$47,455.59

Checks will be issued June 17, 2021

Checks Reviewed Prior To Mailing 06/17/2021 _____

Adopted this 17th day of June, 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.

RESOLUTION 88-21: AUTHORIZATION TO AMEND 2021 TOWN ROADS BUDGET (DA) FOR ADDITIONAL FUNDING

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

WHEREAS, the New York State Department of Transportation has approved and allocated additional CHIPS, PAVE NY AND EWR Funds for the 2021-2022 Fiscal year; and

WHEREAS, the following was received from NYS Department of Transportation; and



Department of Transportation

ANDREW M. CUOMO
Governor
MARIE THERESE DOMINGUEZ
Commissioner
RONALD L. EPSTEIN
Executive Deputy Commissioner
Chief Financial Officer

May 10, 2021

TIMOTHY VENDEL
HIGHWAY SUPERINTENDENT
TOWN OF WALWORTH
4384 CANANDAIGUA RD
WALWORTH NY 14568

Dear Mr. Vendel:

The 2021-22 State Budget provides funding to support the repair, rehabilitation, and modernization of local roads and bridges. The Budget includes \$538.1 million in Consolidated Local Street and Highway Improvement Program (CHIPS) and funding, \$150 million in PAVE NY funding, and \$100 million in Extreme Winter Recovery (EWR) funding. Also included are reappropriations of rollover funds remaining from previous State fiscal year CHIPS, PAVE NY, and EWR appropriations. Please provide a copy of this letter to the chief financial officer for your municipality.

The first of four quarterly SFY 2021-22 CHIPS, PAVE NY, and EWR reimbursements are scheduled to be made on June 30, 2021. Requests for the June payments must be for expenditures made on or after December 31, 2019 through May 20, 2021. Refer to the Program Guidelines on the CHIPS website (www.dot.ny.gov/programmatchings) regarding eligible project activities and program requirements. The Town of Walworth has the following funding amounts available for the June payments.

Program	Total Balance	21-22 Apportionment	Cumulative Rollover Balance
CHIPS	\$152,474.60	\$146,752.24	\$5,722.36
PAVE NY	\$40,490.51	\$39,184.32	\$1,306.19
EWR	\$33,358.73	\$32,308.70	\$1,050.03

The submissions for these reimbursements require supporting documentation for each project, including proof of payment and photos of ADA-compliant curb ramps. Failure to submit the required documentation may delay the processing of your reimbursement requests.

The instructions for applying under the June 30, 2021 CHIPS, PAVE-NY, and EWR reimbursements are included on the back of this letter and under Forms on the CHIPS website. The New York State Department of Transportation (NYSDOT) Regional Office must receive payment requests and supporting documentation for each project no later than May 28, 2021. Please sign the certification on each page of the reimbursement request forms and photocopy the completed forms for your files. Your NYSDOT municipal code for entry on the forms is 470867.

Municipalities may mail or e-mail their CHIPS, PAVE-NY, and EWR reimbursement request forms and supporting documentation for each project to their NYSDOT Region. Guidance for e-mail submissions may be obtained on the CHIPS website. Contact information:

Lisa Coombs
NYSDOT Regional CHIPS Representative
New York State Department of Transportation
1530 Jefferson Road
Rochester, NY 14623
dot.sm.r04.CHIPS@dot.ny.gov

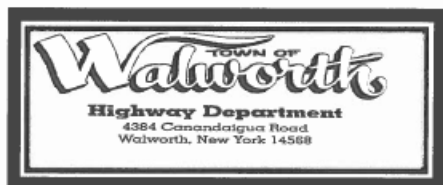
If you have any questions, please contact Lisa Coombs at 585-272-4808.

Respectfully yours,

Peter J. Ryan
Peter J. Ryan
Director, Local Programs Bureau

80 Wolf Road, Albany, NY 12242 | www.dot.ny.gov

WHEREAS, the following was received from the Walworth Highway Superintendent; and



Timothy M. Vendel
Highway Superintendent

Phone: (315) 524-3150
Fax: (315) 524-9247

TO: SUSIE JACOBS, TOWN SUPERVISOR
TOWN BOARD MEMBERS
FROM: TIM VENDEL, HIGHWAY SUPERINTENDENT
DATE: JUNE 10, 2021
SUBJECT: BUDGET AMENDMENT

Be it resolved that the Town Board authorize a Budget Amendment to the following accounts:

DA5110.43: Add \$61,274.60 to this account (per rollover of \$5,722.36 and \$55,552.04 in additional funding for 2021-2022) making the total beginning balance for this account \$152,474.60.

DA5112.21: Add \$16,490.51 to this account (per rollover of \$1,306.19 and \$15,184.32 in additional funding for 2021-2022) making the total beginning balance for this account \$40,490.51.

DA5148.42: Add \$33,358.73 to this account (per rollover of \$1,050.03 plus \$32,308.70 for the 2021-2022 apportionment) making the total beginning balance for this account \$33,358.73.

In addition, please add this funding to our Highway Revenue accounts as follows:

DA3501: Increase by \$61,274.60.

DA2320: Increase by \$16,490.51

DA2770M: Increase by \$33,358.73

Respectfully submitted,

Tim Vendel, Highway Superintendent

RESOLVED, that the Town Comptroller is hereby authorized and directed to amend the 2021 Town Roads Budget as requested.

Highway Superintendent Vendel discussed the reasoning and purpose of the resolution for those present.

Adopted this 17th day of June, 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 89-21: TO ESTABLISH SEWER DISTRICT EXTENSION TO SERVICE LEHRWOOD ESTATES SUBDIVISION TO BE KNOWN AS WALWORTH SEWER DISTRICT EXTENSION #9

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

WHEREAS, a petition dated May 19, 2021, has been duly presented to the Walworth Town Board (the “Town”), with the necessary map and plan attached thereto according to law, requesting that a sewer district extension, as hereinafter described, be established in the Town, and

WHEREAS, on May 20, 2021, the Town Board duly adopted an order reciting in general terms the filing of said petition, the boundaries of the proposed district, the improvements proposed, the maximum amount proposed to be expended for the improvement, and specifying that said Town Board shall meet at the Walworth Town Hall on June 17, 2021 at 7:00PM to consider said petition and hear all persons interested in the subject thereof, concerning the same, and

WHEREAS, said order was duly published and posted according to law, and said Town Board did, at the time and place specified in said order, duly meet and consider the matter of the establishment of said sewer district extension, and heard all persons interested in the subject thereof who appeared at such time and place, concerning the same, and

WHEREAS, the evidence offered at such time and place requires that the Town Board make the determinations hereinafter made.

NOW, THEREFORE, BE IT RESOLVED, by the Walworth Town Board that it be and hereby is determined as follows:

- (1) The aforesaid petition is signed and acknowledged as provided by law and is otherwise sufficient.
- (2) That all of the property and property owners, within the proposed sewer district extension are benefited thereby.
- (3) That all of the property and property owners benefited are included within the proposed sewer district extension, and
- (4) It is in the public interest to establish the proposed sewer district extension as hereinafter described, and be it, further

RESOLVED, that the Town Board does hereby approve the establishment of sewer district extension as hereinafter described to be known as Walworth Sewer District Extension #9, generally including those lands comprising the “Lehrwood Estates” subdivision, said subdivision being bisected by Mildahn Rd., bordered on the north side by Gananda Parkway (Country Road 205A) and the south side by Macedon Town line, all as more particularly described in the Map,

Plan and Report, entitled “Walworth Sewer District Extension #9, Map, Plan and Report, for Lehrwood Estates Subdivision” (the “Map, Plan and Report”), dated May 18, 2021 and on file with the Walworth Town Clerk where it is available for public review, and, be it further

RESOLVED, that the improvements proposed in said district comprise approximately 5000 feet of PVC sewer main, with manholes, etc., all is more particularly described in the Map, Plan and Report; and, be it further

RESOLVED, that the cost to the Town for the proposed improvements, including cost of rights of way, construction costs, legal fees and other expenses, is zero, since the developer of the associated subdivision will be constructing such improvements.

Adopted this 17th day of June, 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.

Town Attorney Young noted that any resident who would like a listing of the potential changes to the Town’s code should wait to inquire as the last proposed changes are now out of date.

COMMUNICATION:

- **Letter from Kent Macafee**, dated May 28, 2021
- **Town of Walworth Wastewater Treatment Plant Monthly Report**, May 2021
- **2021 Final State Equalization Rate for Town of Walworth**

Motion by Councilman Ambroz to accept and file the 2021 Final State Equalization Rate for the Town of Walworth. Seconded by Councilman Bryson.

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

Motion carried.

- **FHLB Letter of Credit**

Motion by Councilwoman Linson to accept and file the FHLB Letter of Credit. Seconded by Councilman Phillips.

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

Motion carried.

➤ **Resignation Letter from Emily Kunz**, dated May 27, 2021

Motion by Councilman Phillips to accept and file the Resignation Letter from Emily Kunz. Seconded by Councilman Bryson.

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

Motion carried.

➤ **Dog Control Officer Inspection Report**, dated June 14, 2021

Supervisor Jacobs reviewed the following Town Board meeting dates:

TOWN BOARD MEETINGS:

DATE	TIME	MEETING TYPE
JULY 15, 2021	6:30 PM	REGULAR
AUGUST 19, 2021	6:30 PM	REGULAR
SEPTEMBER 2, 2021	8AM-7PM	BUDGET WORK SESSION

Presentations next month will be from Gene Bavis, Town Historian regarding the Wayne County Bicentennial and Anthony Hill, Firefly Admin, Inc. discussing proposed changes to the West Walworth and Lincoln Fire Department Length of Service Award Programs.

NEW AND OTHER BUSINESS

Discussions:

- Proposed Eagle Scout Project – Noah Hickok, of local Boy Scout Troop #113, presented his proposed Eagle Scout project entailing improvements to the Freewill Cemetery. Discussion ensued regarding the cost of the project, permanency of a bench, timeframe, and the request for a written plan. Supervisor Jacobs stated that he will be invited back to the July business meeting to present further information to the Board. Noah was encouraged to contact Highway Superintendent Vendel, Councilman Bryson, Parks Superintendent Buckley and Town Clerk Phillips-Lomb for input and additional information.

PUBLIC PARTICIPATION:

One member of the public addressed the Town Board:

Highway Superintendent Vendel addressed the Board regarding speed issues on Route 350/Ontario Center Road. He stated that additional speed enforcement would be beneficial.

Town Clerk Phillips-Lomb stated that no correspondence had been received to be submitted for public participation and Clerk to the Supervisor Flye stated that there were no comments submitted on Facebook.

Supervisor Jacobs stated that the Town Board had a need to enter into a session of Attorney Client Privilege to be followed by an executive session.

ATTORNEY CLIENT PRIVILEGE / EXECUTIVE SESSION:

Motion by Councilwoman Linson to enter into attorney client privilege followed by an executive session to discuss medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal; and collective bargaining negotiations per Article 14 of Civil Service Law.

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: 7:34 PM

RECONVENE:

Supervisor Jacobs reconvened the regularly scheduled meeting at 10:15 PM.

ADJOURNMENT:

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

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

Motion carried.

Time: 10:17 PM

Respectfully Submitted,

Aimée Phillips-Lomb
Town Clerk