

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 6:48 PM. Prior to leading those present in the recitation of the Pledge of Allegiance, Supervisor Jacobs stated the following:

“I would like to read a statement from the Town Board. Less than an hour ago, the Town Board became aware of serious allegations against Karel Ambroz, including his arrest this afternoon. Moments ago, the Town received from Mr. Ambroz notice of resignation from the Walworth Town Board. At this time, law enforcement is currently investigating the matter. As details become available, we may have additional comments, but we have nothing further to say at this time. At this time we will proceed with the agenda.”

Supervisor Jacobs led those in attendance in the recitation of the Pledge of Allegiance.

**PRESENT:**

Susie Jacobs	Supervisor
Scott Bryson	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; Norm Druschel, Building Inspector; Anthony Hill and Craig Relyea, Firefly Admin, Inc.; Gene Bavis, Walworth Town Historian; and five (5) members of the public.

**MINUTES**

Motion by Councilman Phillips that the minutes of June 17, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Bryson.

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

Motion carried.

**PRESENTATIONS:**

**Wayne County Bicentennial Presentation, Gene Bavis**

Mr. Gene Bavis presented a PowerPoint presentation regarding the progress and events planned by the Wayne County Bicentennial Committee to take place between now and 2023. He commented on the flyer and other documents that have been produced surrounding and advertising the bicentennial, the projects being produced (memory book, photo quilt, murals, road signs) as well as events that will take place as part of the bicentennial celebration (torch relay, ball). Mr. Bavis thanked all those involved with the production and planning for the bicentennial and directed those present to the Wayne County Bicentennial’s website.

**Anthony Hill and Craig Relyea, Firefly Admin, Inc.**

Mr. Tony Hill and Mr. Craig Relyea from Firefly Admin, Inc. presented an overview of the Town-sponsored Length of Service Award Programs (LOSAPs) with the Town Board following a handout that had been previously distributed. They discussed changes in actuarial methodology and assumptions, contributions, funding and budget. Discussion ensued regarding rate of return and long-term liabilities. Mr. Hill and Mr. Relyea explained the need for the resolution that was to be voted upon by the Board that evening, answering clarifying questions posed by Board members.

**RESOLUTION 90-21: ADOPTING ACTUARIAL EQUIVALENCE ASSUMPTIONS FOR THE LOSAP FOR THE LINCOLN AND WEST WALWORTH FIRE DEPARTMENTS**

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

**Town of Walworth  
Resolution of the Town Board**

*In the matter of adopting actuarial equivalence assumptions for the LOSAP*

**WHEREAS**, the Town is the sponsor of two Length of Service Award Programs (“LOSAPs”) on behalf of the Lincoln Fire Department and the West Walworth Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML); and

**WHEREAS**, the annual contribution due to the Trust Funds are calculated by the actuary retained by the Town Board, which is currently Firefly Admin Inc.; and

**WHEREAS**, the actuary uses certain assumptions in the calculations; namely, an assumed investment rate of return and a mortality assumption; and

**WHEREAS**, upon a review of the current allocation and investment policy for both LOSAPs, the actuary has recommended that the assumed rate of return used to calculate the annual contribution for each of the LOSAPs be lowered from 5.25% to 5.00%; and

**WHEREAS**, the actuary further intends to implement gender-specific mortality rates to project life expectancies of the participants used to calculate the annual contribution for each of the LOSAPs; and

**WHEREAS**, the LOSAPs provides that if a participant dies or suffers a total and permanent disability prior to the entitlement age, the benefit payable is an actuarially equivalent lump sum; and

**WHEREAS**, the Plan Documents stipulate that these lump-sum benefits are to be determined based on the same assumptions used to determine the annual cost of the LOSAPs; and

**WHEREAS**, when the actuary determines that a change in one or more of the actuarial assumptions is necessary, these changes then impact the calculation of actuarial equivalent forms of payment, which can cause delays and other undesired consequences in the calculation and distribution of benefits; and

**WHEREAS**, there is no requirement in the General Municipal Law that mandates how actuarial equivalent benefits are to be calculated, but just that different forms of payment are to be actuarially equivalent; and

**WHEREAS**, it is generally a common administrative practice in the administration of defined benefit plans for a sponsor to adopt a specific set of Actuarial Equivalence Assumptions so that conversion between different forms of payment can be consistent and uniform regardless of changes in other factors that might require the change in actuarial assumptions for determining the annual contribution; and

**WHEREAS**, Firefly Admin Inc. is recommending that the Board adopt static Actuarial Equivalence Assumptions; and

**WHEREAS**, the Board desires to facilitate consistent and timely administration and payment of benefits owed to participants and their beneficiaries; NOW, THEREFORE BE IT

**RESOLVED**, that the Town Board approves the recommendation of the actuary to lower the assumed investment rate of return from 5.25% to 5.00% effective with the completion of the January 1, 2021 Annual Reports;

**BE IT FURTHER RESOLVED**, that the Town Board hereby adopts the following Actuarial Equivalence Assumptions effective January 1, 2021 for the calculation of any benefit that is to be calculated on an actuarial equivalent basis:

- Interest rate: 5.25%
- Pre-entitlement age mortality table: None
- Post-entitlement age mortality table: RP-2014 Healthy Annuitant Male, no projection

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be attached to each LOSAP Plan Document and provided to Firefly Admin Inc. for the future administration of both LOSAPs effective January 1, 2021.

Adopted this 15<sup>th</sup> day of July, 2021 at a meeting of the Town Board.

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

Resolution carried.

**Proposed Eagle Scout Project, Noah Hickok**

Noah Hickok, of local Boy Scout Troop #113, presented his updated proposed Eagle Scout project entailing improvements to the Freewill Cemetery. He presented a PowerPoint presentation describing the work to be completed, timeline, costs and budget estimates. Discussion ensued regarding repairs of gravestones and placement of the bench he would like to build as he had met with Parks Superintendent Mike Buckley and Councilman Bryson.

**RESOLUTION 91-21: TO APPROVE PROPOSED EAGLE SCOUT PROJECT FOR FREEWILL CEMETERY, TOWN CEMETERY, HEADSTONE REPAIRS AND BENCH INSTALLATION TO BE COMPLETED BY NOAH HICKOK AS PRESENTED**

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

The following was submitted:

**Proposal**

I plan on cleaning and repairing the headstones at Freewill cemetery. Headstones will be cleaned with a toothbrush and a water and soap solution. Approximately 13 headstones will be repaired with epoxy and angle iron to the best of our ability. All of this information was verified by the Webster Monument Company. General cemetery cleanup will also be completed. A two person bench will be placed in the cemetery on top of a mulch base with plastic underneath to ease ongoing maintenance.

**Budget**

Mulch: \$3.29 per bag(Estimate 3 bags)  
 Bench: \$250(Including staining & sealing)  
 Epoxy: \$42 for 32oz(Donated)  
 Misc. items: \$50(toothbrush, buckets, etc.)

**Time**

Estimated 2-3 weekends for repairing gravestones and clean up(depends on # of scouts helping)

1 weekend for construction and staining of bench(completed off-site and moved on-site)

**BE IT RESOLVED**, the Town Board of Walworth hereby approved the Eagle Scout project for headstone repairs and bench installation in the Town Cemetery, Freewill Cemetery as presented. The Eagle Scout project is on file in the Town Clerk’s office.

Adopted this 15<sup>th</sup> day of July, 2021 at a meeting of the Town Board.

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

Resolution carried.

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

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

Motion by Councilman Phillips to accept the Supervisor’s Report for the month of June 2021. Seconded by Councilman Bryson.

07/01/21 13:50:47

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 June 2021:

DATED: July 1, 2021

*Jessie Kender*  
SUPERVISOR

	Balance 05/31/21	Increases	Decreases	Balance 06/30/21
<b>A GENERAL FUND</b>				
CASH IN CHECKING	120,000.00	164,101.44	164,101.44	120,000.00
CASH IN SAVINGS	699,319.30	45,819.08	164,101.44	577,036.94
MONEY MARKET ACCT	666,031.92	110.15	0.00	666,142.07
PETTY CASH	820.00	0.00	0.00	820.00
HIGHWAY BUILDING REPAIR/ALTERA	79,149.03	13.01	0.00	79,161.04
BLDG EQUIPMENT/SOFTWARE	2,047.24	0.01	0.00	2,047.25
TOWN CLERK EQUIPMENT RESERVE	3,129.65	0.51	0.00	3,129.16
COMPUTER EQ RESERVE SAVINGS	71,128.79	11.69	0.00	71,140.48
TOWN HALL CAPITAL RESERVE	245,216.08	40.31	0.00	245,256.39
DOG ENUMERATION RESERVE FUND	4,010.38	0.66	0.00	4,011.04
EMPLOYEE BENEFIT RESERVE	1,977.60	0.33	0.00	1,977.93
PARK EQ RESERVE SAVINGS	95,500.14	15.70	0.00	95,515.84
RETIREMENT CONTRIBUTION RESERV	10,104.63	1.66	0.00	10,106.29
HAMLET SIDEWALK RESERVE FUND	27,774.73	4.57	0.00	27,779.30
RESERVE FOR RECORDS MANAGEMENT	60,782.22	8.99	0.00	60,791.21
<b>TOTAL</b>	<b>2,092,989.71</b>	<b>210,129.11</b>	<b>328,202.88</b>	<b>1,964,915.94</b>
<b>CM1- PARK SPECIAL REVENUE FUND</b>				
CASH - CHECKING	0.00	23,633.65	23,633.65	0.00
CASH - SAVINGS	107,178.42	2,185.00	23,633.65	85,729.77
<b>TOTAL</b>	<b>107,178.42</b>	<b>25,818.65</b>	<b>47,267.30</b>	<b>85,729.77</b>
<b>CM6- CEMETERIES</b>				
CASH - SAVINGS	22,050.20	0.00	0.00	22,050.20
<b>TOTAL</b>	<b>22,050.20</b>	<b>0.00</b>	<b>0.00</b>	<b>22,050.20</b>
<b>DA HIGHWAY FUND</b>				
CASH IN CHECKING	120,000.00	199,723.88	199,723.88	120,000.00
CASH IN SAVINGS	1,024,621.99	1,251.38	199,723.88	826,149.49
MONEY MARKET ACCT	542,346.61	89.15	0.00	542,435.76
EMPLOYEES BENEFITS RESERVE	6,573.83	1.08	0.00	6,574.91
MACHINERY RESERVE SAVINGS	237,196.66	38.99	0.00	237,235.65
RETIREMENT CONTRIBUTION RESERV	10,104.63	1.66	0.00	10,106.29
<b>TOTAL</b>	<b>1,940,843.72</b>	<b>201,106.14</b>	<b>399,447.76</b>	<b>1,742,502.10</b>
<b>L LIBRARY FUND</b>				
	0.00	0.00	0.00	0.00

Page 1 of 4

MONTHLY REPORT OF SUPERVISOR

	Balance 05/31/21	Increases	Decreases	Balance 06/30/21
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>MR SELF INSURANCE FUND</b>				
CASH IN SAVINGS	2,635.90	0.43	0.00	2,636.33
<b>TOTAL</b>	<b>2,635.90</b>	<b>0.43</b>	<b>0.00</b>	<b>2,636.33</b>
<b>SD1- WALWORTH CONSOLIDATED</b>				
CASH IN CHECKING	0.00	772.70	772.70	0.00
CASH IN SAVINGS	140,788.12	0.00	772.70	140,015.42
<b>TOTAL</b>	<b>140,788.12</b>	<b>772.70</b>	<b>1,545.40</b>	<b>140,015.42</b>
<b>SD2- CRYSTAL CREEK DRAINAGE</b>				
CASH IN SAVINGS	2,319.73	0.00	0.00	2,319.73
CRYSTAL CREEK DRAINAGE RES SAV	6,712.13	1.10	0.00	6,713.23
<b>TOTAL</b>	<b>9,031.86</b>	<b>1.10</b>	<b>0.00</b>	<b>9,032.96</b>
<b>SD1- WALWORTH FIRE DISTRICT</b>				
	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>SD2- WEST WALWORTH FIRE PROTECTION</b>				
CASH IN SAVINGS	19,353.59	3.18	0.00	19,356.77
<b>TOTAL</b>	<b>19,353.59</b>	<b>3.18</b>	<b>0.00</b>	<b>19,356.77</b>
<b>SD3- LINCOLN FIRE PROTECTION</b>				
CASH IN SAVINGS	48,059.75	7.90	0.00	48,067.65
<b>TOTAL</b>	<b>48,059.75</b>	<b>7.90</b>	<b>0.00</b>	<b>48,067.65</b>
<b>SL1- WALWORTH LIGHT DISTRICT</b>				
CASH IN CHECKING	0.00	262.53	262.53	0.00
CASH IN SAVINGS	17,366.70	0.00	262.53	17,104.17
<b>TOTAL</b>	<b>17,366.70</b>	<b>262.53</b>	<b>525.06</b>	<b>17,104.17</b>
<b>SL2- HARVEST HILL LIGHT DISTRICT</b>				
CASH IN CHECKING	0.00	522.37	522.37	0.00
CASH IN SAVINGS	11,029.53	0.00	522.37	10,507.16
<b>TOTAL</b>	<b>11,029.53</b>	<b>522.37</b>	<b>1,044.74</b>	<b>10,507.16</b>
<b>SL3- GANANDA LIGHT DISTRICT</b>				
CASH IN CHECKING	0.00	2,244.25	2,244.25	0.00
CASH IN SAVINGS	22,837.17	0.00	2,244.25	20,592.92

Page 2 of 4

MONTHLY REPORT OF SUPERVISOR					
	Balance 05/31/21	Increases	Decreases	Balance 06/30/21	
TOTAL	22,822.17	2,244.25	4,488.50	20,577.92	
<b>SL4- BROOKSIDE LIGHT DISTRICT</b>					
CASH IN CHECKING	0.00	9.90	9.90	0.00	
CASH IN SAVINGS	503.37	0.00	9.90	493.47	
BROOKSIDE RESERV RESERVE	4,711.57	0.77	0.00	4,712.34	
TOTAL	5,214.94	10.67	19.80	5,205.81	
<b>SL5- ORCHARD VIEW LIGHT DISTRICT</b>					
CASH - CHECKING	0.00	101.26	101.26	0.00	
CASH - SAVINGS	6,733.12	0.00	101.26	6,631.86	
TOTAL	6,733.12	101.26	202.52	6,631.86	
<b>SM GANANDA SIDEWALK DISTRICT</b>					
CASH IN SAVINGS	0.00	0.00	0.00	0.00	
	38,956.41	0.00	0.00	38,956.41	
TOTAL	38,956.41	0.00	0.00	38,956.41	
<b>SP JOHN'S PARK DISTRICT</b>					
CASH - SAVINGS	0.00	0.00	0.00	0.00	
	3,784.29	0.00	0.00	3,784.29	
TOTAL	3,784.29	0.00	0.00	3,784.29	
<b>SS WALWORTH SEWER DISTRICT #1</b>					
CASH IN CHECKING	0.00	939,396.05	939,396.05	0.00	
CASH IN SAVINGS	645,955.56	425,131.50	960,838.08	110,248.98	
MONEY MARKET	484,044.65	21,494.84	391,738.00	113,801.49	
PETTY CASH	100.00	0.00	0.00	100.00	
SEWER DIST BUILDING RESERVE	202,652.73	33.31	0.00	202,686.04	
SEWER EQ RESERVE SAVINGS	128,494.78	21.12	0.00	128,475.90	
SEWER CAPITAL RESERVE	528,421.08	86.86	0.00	528,507.94	
TOTAL	1,909,620.80	1,386,163.60	2,291,972.13	1,083,820.35	
<b>SW1- WALWORTH WATER DISTRICT #1</b>					
CASH IN SAVINGS	0.00	0.00	0.00	0.00	
SPECIAL RESERVE, WATER STORAGE	38,460.53	0.00	0.00	38,460.53	
	2,319.57	0.06	0.00	2,319.57	
TOTAL	40,780.04	0.06	0.00	40,780.10	
<b>SW19- WATER EXT #19 LIN/SWA/CO</b>					
CASH IN SAVINGS	0.00	0.00	0.00	0.00	
	2,990.43	0.00	0.00	2,990.43	
TOTAL	2,990.43	0.00	0.00	2,990.43	
<b>SW20- WATER EXT #20 ARBOR/TUMMINGS</b>					
CASH IN SAVINGS	0.00	0.00	0.00	0.00	
	56.16	0.00	0.00	56.16	

Page 3 of 4

MONTHLY REPORT OF SUPERVISOR					
	Balance 05/31/21	Increases	Decreases	Balance 06/30/21	
TOTAL	56.16	0.00	0.00	56.16	
<b>TA TRUST &amp; AGENCY</b>					
CASH	83,757.09	167,864.78	166,960.57	85,061.30	
TOTAL	83,757.09	167,864.78	166,960.57	85,061.30	
<b>V DEBT SERVICE</b>					
ARBOR/TUMMINGS RESERVE SAVINGS	0.00	0.00	0.00	0.00	
LIN/SWAD RESERVE SAVINGS	10,901.38	1.79	0.00	10,903.17	
	16,431.19	2.70	0.00	16,433.89	
TOTAL	27,332.57	4.49	0.00	27,337.06	
TOTAL ALL FUNDS	6,623,383.52	1,995,013.30	3,241,276.66	5,377,120.16	

Roll call vote:

Councilwoman Linson  
 Councilman Bryson  
 Councilman Phillips  
 Supervisor Jacobs

Aye  
 Aye  
 Aye  
 Aye

Motion carried.

**TOWN CLERK**

The Town Clerk’s Report for the month of June 2021 was submitted to the Town Board.

Motion by Councilman Bryson to accept the Town Clerk’s Report for the month of June 2021. Seconded by Councilwoman Linson.

**TOWN CLERK'S MONTHLY REPORT**

TOWN OF WALWORTH, NEW YORK  
TO THE SUPERVISOR: JUNE, 2021

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255	1	DECALS	4.70	✓
	3	MARRIAGE LICENSES NO. 21013 TO 21015	52.50	
	2	MISCELLANEOUS	425.00	
	3	B/D/M RECORDS SEARCH	80.00	
		<b>TOTAL TOWN CLERK FEES</b>	<b>562.20</b>	557.50 ✓
A1689	2	PERC/NEW/SEPTIC REPAIR	200.00	✓
		<b>TOTAL A1689</b>	<b>200.00</b>	
A2001	4	RECREATION	355.00	✓
		<b>TOTAL A2001</b>	<b>355.00</b>	
A2089	2	OTHER REC REVENUES	788.00	✓
		<b>TOTAL A2089</b>	<b>788.00</b>	
A2110	3	ZONING BOARD REVIEW	150.00	✓
		<b>TOTAL A2110</b>	<b>150.00</b>	
A2115	4	PB REVIEW FEES/OTHER	2,400.00	✓
		<b>TOTAL A2115</b>	<b>2,400.00</b>	
A2540	1	BINGO LICENSES	7.50	✓
		<b>TOTAL A2540</b>	<b>7.50</b>	
A2544	86	DOG LICENSES	858.00	✓
		<b>TOTAL A2544</b>	<b>858.00</b>	
A2555	31	BUILDING PERMITS	2,300.00	✓
		<b>TOTAL A2555</b>	<b>2,300.00</b>	
A2770B	2	OTHER INCOME BUILDING	60.00	✓
		<b>TOTAL A2770B</b>	<b>60.00</b>	
A2770F	4	FARMER'S MARKET	175.00	✓
		<b>TOTAL A2770F</b>	<b>175.00</b>	

**TOWN CLERK'S MONTHLY REPORT**

JUNE, 2021  
page 2


CM2089	8	EXPENDABLE TRUST	915.00	✓
		<b>TOTAL CM2089</b>	<b>915.00</b>	
TA30A	6	ESCROW - BLDG PERMITS	800.00	✓
		<b>TOTAL TA30A</b>	<b>800.00</b>	

**TOWN CLERK'S MONTHLY REPORT**  
 JUNE, 2021  
 page 3

COPY

DISBURSEMENTS	
PAID TO SUPERVISOR FOR GENERAL FUND	7,851.00 ✓
DECALS SEPARATE MONTHLY REPORT	4.70 ✓
PAID TO SUPERVISOR FOR BUILDING PERMIT PARLORS	800.00 ✓
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	915.00 ✓
DECALS SEPARATE MONTHLY REPORT- EFT	80.30
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	125.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	67.50
PAID TO STATE COMPTROLLER FOR BINGO LICENSES	11.25
<b>TOTAL DISBURSEMENTS</b>	<b>9,854.75</b>

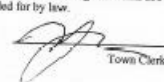
JULY 6, 2021

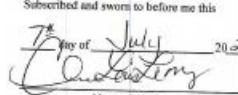
  
 Susan C. Jacobs, SUPERVISOR

STATE OF NEW YORK, COUNTY OF WAYNE, TOWN OF WALWORTH

I, Chloe Phillips, being duly sworn, says that I am the Clerk of the TOWN OF WALWORTH that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this

  
 Town Clerk

7<sup>th</sup> day of July 2021  
  
 Notary Public

HERBIL LOUZE LEMKI  
 Notary Public - State of New York  
 NO. 01544359462  
 Qualified in Wayne County  
 My Commission Expires Mar. 20, 2025

Roll call vote:

Councilwoman Linson	Aye
Councilman Bryson	Aye
Councilman Phillips	Aye
Supervisor Jacobs	Aye

Motion carried.

**RECEIVER OF TAXES** – No report.

**HIGHWAY SUPERINTENDENT**

Highway Superintendent Vendel reported there have been numerous drainage issues and trees down due to recent storms. He encouraged the public to call the appropriate departments for issues on their roads (New York State Department of Transportation for State roads, etc.). Highway Superintendent Vendel also reported that the culver replacement was completed on Hennessey Road and future projects should be starting soon.

**JUSTICE COURT** - No report.

**COMMITTEE / LIAISONS' REPORTS**

**COUNCILMAN BRYSON**

Councilman Bryson reported that the Library held a pre-bid meeting earlier in the month, and the opening of bids will take place on July 30, 2021. He stated that circulation has increased, and approximately 90 children are participating in the summer reading program. Councilman Bryson also reported that the grill by the pavilion in Ginegaw Park had been taken down, and the Parks





**RESOLUTIONS:**

**RESOLUTION 92-21: BUDGET AMENDMENTS**

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

July 15, 2021 TOWN BOARD MEETING

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

\$125.00 transfer from A599 Fund Balance to A7310.48 Farmer's Market Contractual to cover expenses. Money was originally deposited in A2770FM Farmer's Market Income

\$1651.18 transfer from SD2-599 Fund Balance to SD2-8540.41 Drainage Maintenance to cover expenses

Adopted this 15<sup>th</sup> day of July, 2021 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 93-21: ABSTRACT 7, APPROVAL**

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

To: Walworth Town Board

From: Cheri LeMay-Town Comptroller

Date: 15-Jul-21

Re:

Abstract #7

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 958-1107

A	General Fund	\$69,020.43
---	--------------	-------------

DA	Highway Fund	\$20,433.51
	Sewer	
SS	Fund	\$21,558.92
CM1	Park Special Revenue Fund	\$1,880.11
SD1	Walworth Consolidated Drainage	\$0.00
SL1	Walworth Light District	\$278.61
	Harvest Hill Light	
SL2	District	\$547.22
SL3	Gananda Light District	\$1,160.41
SL4	Brookside Light District	\$10.79
SL5	Orchard View Light District	\$111.11
SM	Gananda Sidewalk District	\$0.00
CM6	Cemeteries	\$2,000.00
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	\$117,001.11

Voucher Number 93-116

Trust & Payroll \$47,994.14

Checks will be issued July 15, 2021

Checks Reviewed Prior To Mailing 07/15/2021\_\_\_\_\_

Adopted this 15<sup>th</sup> day of July, 2021 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 94-21: STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS (RS2417-A)**

Councilman Bryson offered Resolution 94-21 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 and Reporting Resolution for Elected and Appointed Officials**

**RS 2417-A**  
(Rev. 8/15)

BE IT RESOLVED, that the Town of Walworth / 30116 hereby establishes the following standard work days for these titles and

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs./day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials</b>								
Ethics Board Member	6	Robert Seaman			<input type="checkbox"/>	01/01/21-12/31/21	14	<input type="checkbox"/>
Zoning Board Member	6	Tiffany Paine-Cirincione			<input type="checkbox"/>	01/01/21-12/31/25		<input checked="" type="checkbox"/>
Zoning Board Member	6	Charles Buss			<input type="checkbox"/>	01/01/20-12/31/24	1.56	<input type="checkbox"/>

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Aimee Phillips-Lomb, secretary/clerk of the governing board of the Town of Walworth, of the State of New York,

(Name of secretary or clerk) (Circle one) (Name of Employer)  
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 15 day of July, 2021, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Walworth on this 15 day

of July, 2021,  
(Signature of the secretary or clerk) (Name of Employer)

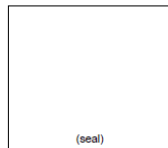
**Affidavit of Posting:** I, Aimee Phillips-Lomb, being duly sworn, deposes and says that the posting of the

Resolution began on July 15, 2021 and continued for at least 30 days. That the Resolution was available to the public on the

Employer's website at

Official sign board at Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY 14568

Main entrance secretary or clerk's office at



**BE IT RESOLVED**, that the Town Clerk post and submit as required.

Adopted this 15<sup>th</sup> day of July, 2021 at a meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 95-21: AUTHORIZE TOWN SUPERVISOR TO SIGN ANNUAL RENEWAL CONTRACT FROM “THE METRO GROUP, INC.” FOR WATER TREATMENT SERVICE AND MONTHLY SERVICE AND CHEMICALS FOR HOT WATER BOILER AND COOLING TOWER AT 3600 LORRAINE DRIVE, WALWORTH, NEW YORK**

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


The following was submitted:

To: Susie Jacobs, Supervisor  
 From: Phil Williamson  
 Date: May 24, 2021  
 Subject: Renewal of The Metro Group, Inc. agreements effective 5-23-2021 thru 5-22-2022.

- Monthly service and chemicals for Hot Water Boiler and Cooling Tower during operation season(s).
- NYS Legionella compliance program: Monthly bacteria reports, Quarterly Legionella test(s) and Quarterly Cooling Tower Inspections.

Please be advised there will be one other contract for NYSHD quarterly uploading results of tests etc. renewable in October 2021.

Please sign, return to me and I will complete the process required for renewal and compliance.

Thanks  
  
 Phil

**THE METRO GROUP, INC.  
 PURCHASE AGREEMENT**  
 AGREEMENT SUBMITTED FOR:  
**Town of Walworth**

We hereby propose to furnish our Omniserve contract for the protection of the waterside of the equipment listed below. Trained employees of The Metro Group, Inc will perform this service.

EQUIPMENT TO BE TREATED:

- NYS Legionella compliance program: Monthly bacteria reports, Quarterly Legionella test, Quarterly Cooling Tower inspections.

The cost for this service shall be \$2,000.00 per year, plus applicable sales taxes, terms net 30 days. The fee covers all lab testing, on-site bacteria testing and quarterly cooling tower inspection (approved by CWT). This agreement will be in effect for one year 5/23/2021 through 5/22/2022 and may be renewed for additional one-year periods, subject to a review of systems treatment requirements/costs and the agreement of both parties.

FEEDING AND CONTROL EQUIPMENT:  
 Adjustments and minor repairs to the chemical feed and control equipment owned by Dudley poultry, will be performed by The Metro Group, Inc.

The parties hereto indicate their acceptance of this agreement and terms attached to this page by signatures of their authorized representatives.

ACCEPTED BY:

Town of Walworth 3600 Lorraine Rd Walworth, New York 14568	The Metro Group, Inc. 650 Mile Crossing Blvd. Rochester, New York 14624
--	---

BY: \_\_\_\_\_ BY: Jason Korn \_\_\_\_\_

DATE: \_\_\_\_\_ DATE: 5-24-2021 \_\_\_\_\_

FOR OMNISERVE AGREEMENTS IT IS FURTHER AGREED THAT:

1. THE METRO GROUP, INC. will provide and apply chemicals needed for treatment of these systems identified under System and Equipment.
  2. THE METRO GROUP, INC. will regularly inspect and maintain our feeding and control equipment and will conduct analyses and report on the condition of the water quality.
  3. THE METRO GROUP, INC. will notify customers of any problem which may arise with respect to water quality.
  4. THE METRO GROUP, INC. agrees that if we fail to provide a scheduled service visit, we will rebate that service fee for work not performed.
  5. The services to be performed hereunder are based on the best information available and are believed to be sound, but because the application and control of water treatment programs and variations of operating conditions are beyond our control, we make no warranty, expressed or implied, as to the effectiveness, suitability or results of our services. Accordingly, we shall not be liable for any corrosion, scale or other damage, direct or indirect, or consequential.
  6. Our failure to perform any services hereunder and due to conditions reasonably beyond our control, such as, but not limited to: acts of God, strike, shortage of labor, fire, or equipment, actions by any governmental authority, compliance with any law, order, regulation or request by the government of the United States, or of any state or of any agency, shall not subject THE METRO GROUP, INC. to any liability for our failure to perform hereunder. In no event, shall we be liable to the customer for consequential, special or contingent damages. The settlement of strikes affecting our performance hereunder shall be entirely within our discretion.
- THE CUSTOMER FURTHER AGREES THAT:
7. This service contract requires only with a written approval from the customer. No service will be performed without this written approval.
  8. The customer will give THE METRO GROUP, INC. persons' unencumbered access to the equipment covered by this agreement.
  9. The customer will maintain all systems in good mechanical condition and either party has the right to cancel this agreement upon thirty (30) days written notice.
  10. This agreement, if for heating boilers, is based on the understanding that the boilers supply steam for heating the premises only and that all steam is returned to the boilers as condensed. It is understood that the customer will correct within thirty (30) days any conditions causing losses more than 5% per month of system volume and that the customer will comply with our recommendations regarding blowdown and summer layup procedures. If mechanical repairs on any of your systems require that they be drained, we will promptly recharge the system with treatment chemicals and bill the customer for these extra quantities of chemical consumed. If the customer fails to make mechanical repairs, we shall have the right to modify our treatment program and adjust the fees with five (5) days notification to the customer.
  11. For Closed Systems, Process Boilers and Cooling Towers, the fee THE METRO GROUP, INC., has quoted is based upon your stated conditions, loads, periods of operation, and makeup water quality and requirements. If these change, a revision of fees may be necessary.
  12. PAYMENT FOR SERVICES RENDERED WILL BE MADE WITHIN 30 DAYS. FAILURE TO MAKE PAYMENT MAY RESULT IN SERVICE CHARGES OF 1-1/2% PER MONTH ON UNPAID BALANCES.

**THE METRO GROUP, INC.  
PURCHASE AGREEMENT**

AGREEMENT SUBMITTED FOR:

**Town of Walworth**

We hereby propose to furnish our Omniserve contract for the protection of the waterside of the equipment listed below. Trained employees of The Metro Group, Inc will perform this service.

EQUIPMENT TO BE TREATED:

- One (1) Hot Water Boiler system (Monthly service during operation season)
- One (1) Cooling Tower (Monthly service during operation season)

The cost for this service shall be \$1,450.00 per year, plus applicable sales taxes, terms net 30 days. The fee covers all chemicals, monthly service visits year-round maintenance of feeding equipment identified. This agreement will be in effect for one year 5/23/2021 through 5/22/2022 and may be renewed for additional one-year periods, subject to a review of systems treatment requirements/costs and the agreement of both parties.

FEEDING AND CONTROL EQUIPMENT:

Adjustments and minor repairs to the chemical feed and control equipment owned by Dudley poultry, will be performed by The Metro Group, Inc.

The parties hereto indicate their acceptance of this agreement and terms attached to this page by signatures of their authorized representatives.

ACCEPTED BY:

Town of Walworth  
3600 Lorraine Rd  
Walworth, New York 14568

The Metro Group, Inc.  
650 Mile Crossing Blvd.  
Rochester, New York 14624

BY: \_\_\_\_\_

BY: Jason Korn \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: 5-24-2021 \_\_\_\_\_

**WHEREAS**, the Town of Walworth has contracted with “The Metro Group, Inc.” 50-23 Twenty Third St., Long Island City, NY 11101 (with a local office in Rochester, NY) as provider of “Water Treatment Services” for Legionella Testing every 90 Days, Cooling Tower Inspection every 90 Days, monthly Bacteria Reports, and monthly service and chemicals for Hot Water Boiler and Cooling Tower during operation season(s); and

**WHEREAS**, the “Legionella testing, Cooling Towner Inspection, and Monthly Bacteria Reports are required by State Health Department Rules and Regulations, the Town of Walworth desires to continue to contract with “The Metro Group, Inc.” for such services, therefore,

**BE IT RESOLVED**, that the Town Supervisor is hereby authorized to sign the agreement between “The Metro Group, Inc. for Water Treatment Services” as presented for the period from 5-23-2021 and to 5-22-2022 per terms of the agreement this 15<sup>th</sup> day of July, 2021 at a meeting of the Town Board.

Adopted this 15<sup>th</sup> day of July, 2021 at a meeting of the Town Board.

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

Resolution carried.

**COMMUNICATION:**

- **Letter from NYS DOT regarding intersection safety at Route 350 and Route 286, dated July 1, 2021**

Motion by Councilman Bryson to accept and file the Letter from NYS DOT regarding intersection safety at Route 350 and Route 286 for Town of Walworth communication. Seconded by Councilman Phillips.

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

Motion carried.

- **Thank you letter from Tops Club 244 Walworth, dated June 30, 2021**
- **E-mail from Carol and Bill Moriarty, dated May 28, 2021**
- **Town of Walworth Wastewater Treatment Plant Monthly Report, June 2021**
- **E-mail from Patrick Laber, Schultz Associates, P.C., dated May 6, 2021**

Motion by Councilwoman Linson to accept and file the E-mail from Patrick Laber, Schultz Associates, P.C. for Town of Walworth communication under MS-4/drainage. Seconded by Councilman Phillips.

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

Motion carried.

- **E-mail from NYS Department of the Budget, dated July 1, 2021**
- **Certificate of Completion for Susie Jacobs for Local Government Budgeting Seminar for Town Officials, dated June 29, 2021**
- **End of the NYS COVID State of Emergency Update Document, dated June 24, 2021**

Supervisor Jacobs reviewed the following Town Board meeting dates:

**TOWN BOARD MEETINGS:**

DATE	TIME	MEETING TYPE
AUGUST 19, 2021	6:30 PM	REGULAR
SEPTEMBER 2, 2021	8AM-7PM	BUDGET WORK SESSION
SEPTEMBER 9, 2021	1 PM – 7 PM	BUDGET WORKSESSION

**NEW AND OTHER BUSINESS**

**Discussions:**

- Lehrwood Progress Update – Norm Druschel, Building Inspector updated the Town Board and those present on the Lehrwood Estates subdivision. He stated that electric had been brought in, the pump station is in progress, building permits will be issued as needed and there had been numerous drainage issues. Additionally, Mr. Druschel read from an e-mail from the builder regarding other elements of the project that had been completed. Discussion ensued regarding the drainage issues and the mitigation process.

Prior to the public participation portion of the meeting, Supervisor Jacobs thanked the Wayne County Department of Social Services and Partnership for the service of the Foodlink food distributions.

**PUBLIC PARTICIPATION:**

One member of the public addressed the Town Board:

Norm Druschel addressed the Board and those present that there is a gravestone at the Gould Cemetery that has been replaced and will be delivered the following day. It is that of an African-American soldier, and there will be an upcoming ceremony to commemorate this in the near future.

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. She asked the Board for a 5 minutes recess, after which the session would begin.

**ATTORNEY CLIENT PRIVILEGE / EXECUTIVE SESSION:**

Motion by Councilwoman Linson to enter into attorney client privilege followed by an executive session to discuss collective bargaining negotiations per Article 14 of Civil Service Law.

Seconded by Councilman Bryson.

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



Motion carried.

Time: 8:51 PM

**RECONVENE:**

Supervisor Jacobs reconvened the regularly scheduled meeting at 10:12 PM.

**ADJOURNMENT:**

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

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

Motion carried.

Time: 10:12 PM

Respectfully Submitted,

Aimée Phillips-Lomb  
Town Clerk