

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 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
Cody Phillips	Councilman
Amber Linson	Councilwoman
Timothy Vendel	Highway Superintendent
Aimée Phillips-Lomb	Town Clerk

ABSENT:

No members of the Town Board were absent.

OTHERS PRESENT: Ten (10) members of the public.

Supervisor Jacobs welcomed those in attendance and asked Town Clerk Phillips-Lomb to read the following proclamation:

30 Years Community Service Proclamation

To recognize the hard work, dedication and passion of volunteers throughout the Town of Walworth

WHEREAS, volunteering one's time is testament to the compassion and generosity of the American spirit; and

WHEREAS, the Town of Walworth commemorates and recognizes those in the community who serve dedicating their passion and hard work to causes through the Town of Walworth and beyond; and

WHEREAS, the Town of Walworth believes that government alone cannot meet all of our community's needs, so it partners with businesses, faith-based organizations, non-profit organizations, foundations and individuals who serve in local government and in our community to make a difference; and

WHEREAS, the Town of Walworth is committed to encouraging volunteerism and service among its employees, citizens, partners, businesses and organizations and thanks all volunteers for their dedicated service; and

WHEREAS, several members of the community have served for 30 years or more in a volunteer capacity;

THEREFORE, I Susie C. Jacobs, MMC, Town Supervisor of the Town of Walworth, Walworth, NY recognize the following volunteers in the Town of Walworth:

Anthony DiGravio, Lincoln Fire Department
 William Kurrasch, Lincoln Fire Department
 Michael McManus, Lincoln Fire Department
 Roberta Gallaher, Lincoln Ladies Auxiliary
 Angela Gegell, Lincoln Ladies Auxiliary
 Hazel Kurrasch, Lincoln Ladies Auxiliary
 Sandra Allen, Lincoln Ladies Auxiliary
 Nancy Frederes, Lincoln Ladies Auxiliary
 Richard Dierks, Walworth Fire Department
 Dennis Flye, Walworth Fire Department
 Tom Yale, Walworth Fire Department
 Karel Ambroz, Walworth Fire Department
 Frank Maciuska, Walworth Fire Department
 Mark Kritall, Walworth Fire Department
 Mary Pat Maciuska, Walworth Fire Department
 Anthony Morabito, Walworth Fire Department
 Gary Germano, Walworth Fire Department
 Charles Phalen, Walworth Fire Department
 Donald Byrnes, Walworth Fire Department
 John O'Toole, Walworth Fire Department

Liz O'Toole, Walworth Auxiliary
 Elaine Leasure, Walworth Auxiliary
 Mary Ann Kritall, Walworth Auxiliary
 Ron Buyck, Walworth Lions Club
 Bernard Standera, Walworth Lions Club
 Joseph LaChuisa, Walworth Lions Club
 John Aman, Walworth Lions Club
 Norman Druschel, Walworth Lions Club
 Gary Cain, Walworth Lions Club
 David Kords, Walworth Lions Club
 Richard Zingler, Walworth Lions Club
 Donald Lyon, Walworth Lions Club
 Tina Rivellino, Walworth Lions Club
 Louis Rivellino, Walworth Lions Club
 David VanBortel, West Walworth Fire Department
 Timothy Heslor, West Walworth Fire Department
 Larry Welker, West Walworth Fire Department
 Robert LeMay, West Walworth Fire Department
 Tom Welker, West Walworth Fire Department
 Norma Ameele, West Walworth Ladies Auxiliary
 Marilyn Wight, West Walworth Ladies Auxiliary

PUBLIC HEARING –LINCOLN FIRE DEPARTMENT, 2022 FIRE PROTECTION CONTRACT – 6:35 PM

Supervisor Jacobs reviewed the reasoning for the public hearing and the procedures and asked Town Clerk Phillips-Lomb to read the following legal notice.

**LEGAL NOTICE:
TOWN OF WALWORTH
PUBLIC HEARING**

PLEASE TAKE NOTICE that the Town Board of the Town of Walworth will hold a Public Hearing at the Walworth Town Offices, Main Meeting Room, 3600 Lorraine Drive, on **Thursday, October 7, 2021 at 6:35 PM** for the purpose of considering contracting with the **Lincoln Volunteer Fire Department** for the fire protection to be furnished in its fire protection district which is bounded on the north by the town line of Ontario, on the east by the Walworth Fire District, on the west by the County of Monroe and on the south by a line 200 feet north of Atlantic Avenue. The contract amount requested is \$163,222.00.

All interested persons may be heard at the above time and place or submit comments in writing to the Walworth Town Clerk, 3600 Lorraine Drive, Walworth, New York 14568.

By Order of the Town Board
Town of Walworth
AIMEE PHILLIPS-LOMB
TOWN CLERK
Dated: September 23, 2021

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

Time: 6:36 PM.

Lincoln Volunteer Fire Department President Michael Frederes spoke regarding the increase in the requested budget figure.

There were no additional comments from the public present or submitted in writing to the Town Clerk.

Motion by Councilman Phillips to close the Public Hearing.
Seconded by Councilwoman Linson.

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

Motion carried.

Time: 6:38 PM.

**PUBLIC HEARING – WEST WALWORTH VOLUNTEER FIRE DEPARTMENT, 2022
FIRE PROTECTION CONTRACT – 6:37 PM**

Supervisor Jacobs reviewed the reasoning for the public hearing and asked Town Clerk Phillips-Lomb to read the following legal notice.

**LEGAL NOTICE:
TOWN OF WALWORTH
PUBLIC HEARING**

PLEASE TAKE NOTICE that the Town Board of the Town of Walworth will hold a Public Hearing at the Walworth Town Offices, Main Meeting Room, 3600 Lorraine Drive, on **Thursday, October 7, 2021, at 6:37 PM** for the purpose of considering contracting with the **West Walworth Volunteer Fire Department** for the fire protection to be furnished in its fire protection district which is bounded on the north by Lincoln Fire District, on the south by the town line of Macedon, on the east by the Walworth Fire District, and on the west by the County of Monroe. The contract amount requested is \$179,196.00.

All interested persons may be heard at the above time and place or submit comments in writing to the Walworth Town Clerk, 3600 Lorraine Drive, Walworth, New York 14568.

By Order of the Town Board
Town of Walworth
AIMEE PHILLIPS-LOMB
TOWN CLERK
Dated: September 23, 2021

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

Time: 6:39 PM.

There were no comments from the public present or submitted in writing to the Town Clerk.

Motion by Councilman Bryson to close the Public Hearing.
Seconded by Councilwoman Linson.

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

Motion carried.

Time: 6:40 PM.

PUBLIC HEARING – WESTERN WAYNE AMBULANCE, INC., 2022 CONTRACT – 6:39 PM

Supervisor Jacobs reviewed the reasoning for the public hearing and asked Town Clerk Phillips-Lomb to read the following legal notice.

**LEGAL NOTICE:
TOWN OF WALWORTH
PUBLIC HEARING**

PLEASE TAKE NOTICE that the Town Board of the Town of Walworth will hold a Public Hearing at the Walworth Town Offices, Main Meeting Room, 3600 Lorraine Drive, on **Thursday, October 7, 2021, at 6:39 PM** for the purpose of considering contracting with **Western Wayne Ambulance, Inc. for 2022**; contract amount is \$33,000.00.

All interested persons may be heard at the above time and place or submit comments in writing to the Walworth Town Clerk, 3600 Lorraine Drive, Walworth, New York 14568.

By Order of the Town Board
Town of Walworth
AIMEE PHILLIPS-LOMB
TOWN CLERK
Dated: September 23, 2021

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

Time: 6:41 PM.

There were no comments from the public present or submitted in writing to the Town Clerk.

Motion by Councilman Phillips to close the Public Hearing.
Seconded by Councilman Bryson.

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

Motion carried.

Time: 6:42 PM.

PUBLIC HEARING – TOWN OF WALWORTH, 2022 PRELIMINARY BUDGET – 6:41 PM

Supervisor Jacobs reviewed the reasoning for the public hearing and asked Town Clerk Phillips-Lomb to read the following legal notice.

**LEGAL NOTICE
TOWN OF WALWORTH
NOTICE OF BUDGET PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the annual Preliminary Budget for the Town of Walworth for the fiscal year beginning January 1, 2022, has been completed and filed in the office of the Town Clerk, 3600 Lorraine Drive, Walworth, New York, where it is available for inspection by any interested persons during regular office hours.

FURTHER NOTICE IS HEREBY GIVEN that the Town Board of the Town of Walworth will hold a Public Hearing at the Walworth Town Hall, Main Meeting Room, 3600 Lorraine Drive, Walworth, New York on the day of **Thursday, October 7, 2021 at 6:41 PM**, and that at said hearing any persons may be heard in favor or against the Preliminary Budget as compiled, or for or against any item or items therein contained.

PLEASE TAKE FURTHER NOTICE that the proposed salaries of each member of the Councilperson, Town Justice, Town Supervisor, Town Clerk, Receiver of Taxes and Superintendent of Highways therein set forth, are as follows:

Councilpersons: 4@ \$6,722.00	\$26,888.00
Town Justices 2@ \$14,327.00	\$28,654.00
Town Supervisor:	\$50,078.00
Town Clerk:	\$46,818.00
Receiver of Taxes:	\$ 9,818.00
Highway Superintendent:	\$78,282.00

By Order of the Town Board
Of the Town of Walworth
AIMEE PHILLIPS-LOMB
TOWN CLERK
Dated: September 23, 2021

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

Time: 6:44 PM.

Michael Donalty spoke regarding worker’s compensation insurance, employee benefits, Town Hall floor project funds, Farmer’s Market income and Recreation Department fees and revenues.

Town Clerk Phillips-Lomb stated that she had received an e-mail from Walworth resident Deborah Williams with questions pertaining to the budget. Supervisor Jacobs asked Town Clerk Phillips-Lomb to read the following questions and Supervisor addressed each item:

Aimee Phillips

From: Deborah Williams (dwill0218@gmail.com) <dwill0218@gmail.com>
Sent: Thursday, October 7, 2021 1:42 PM
To: Aimee Phillips
Subject: Budget hearing

Aimee,

Thank you for sending the budget to me. I have a few questions for the hearing tonight. As I can't be there I would like the questions read so that I can go online later and hear the answers. I am sure that many others will have some of the same questions.

Reasoning behind increased training for council persons and the supervisor. \$ 1,000 to \$ 2,300 and \$ 2,500 to \$ 4,000 respectively.

I see that some areas have no postage expense, is that the reason for the increased postage under central printing and mailing?

Who is covered by the EZ Pass for \$ 525?

Reasoning for increasing union counsel to \$30,000 from \$ 10,000.

What COVID expenses are being covered by \$ 5,000?

What is the vehicle lease for the town office?

Did the clerk's duties for the highway department increase in 2021?

Park department - A7110.21R for equipment. Had \$ 30,000 this year and nothing for this coming year.

Youth Recreation - new special programs more than double at \$ 25,400 while the training and uniforms went down even though most of the 2021 budget had been spent by mid year. Will there be enough if that portion is decreased?

Historian - There is a new item for 2022, phone for \$ 375. What would this be used for?

What services/departments are covered under Other Homes and Community Services?

What are services from other governments? There are salaries and benefits.

Debt payment to a Public Authority went from \$ 891,738 to zero. Is that found someplace else?

I am sure there are more questions but we can start with these.

Thank you

Deb Williams
 3533 Main Street

Supervisor Jacobs reviewed the distributed Town of Walworth 2022 Budget Overview packet presentation for the public.

There were no additional comments from the public present or submitted in writing to the Town Clerk.

Councilwoman Linson asked Supervisor Jacobs to review the flooring project funds and how they are reflected in the budget. Discussion ensued.

Motion by Councilman Bryson to close the Public Hearing.
 Seconded by Councilman Phillips.

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

Motion carried.

Time: 7:08 PM.

Supervisor Jacobs encouraged residents to contact her or members of the Town Board with any additional comments or questions regarding the 2022 Town of Walworth budget and stated that it has been posted on the Town's website as well.

MINUTES

Motion by Councilman Bryson that the minutes of September 13, 2021 Special Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Phillips.

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

Motion carried.

Motion by Councilman Phillips that the minutes of September 16, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilwoman Linson.

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

Motion carried.

Motion by Councilwoman Linson that the minutes of September 20, 2021 Special Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Phillips.

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

Motion carried.

Motion by Councilman Bryson that the minutes of September 23, 2021 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilwoman Linson.

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

Motion carried.

Motion by Councilman Phillips that the minutes of September 27, 2021 Special 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.

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

Highway Superintendent Vendel reported that the roadwork had been completed by the County on Atlantic Avenue and the road has been re-opened to traffic. He also reported that paving would begin on Lincoln Road the following week.

TOWN CLERK

Town Clerk Phillips-Lomb reported that the first round of NYS DEC hunting DMPs had concluded, and the second round should begin around the first week of November. She encouraged residents to contact her office with questions or check her Facebook page for updates.

COMMITTEE / LIAISONS' REPORTS**COUNCILMAN BRYSON**

Councilman Bryson reported that Jessica Vance, President of the Walworth Seely Library Board of Trustees stated that the Library is re-evaluating its salary matrix to be in compliance due to the minimum wage increase in December. He also stated that the Library is moving forward with its re-design with LaBella Associates for its re-bid process for the expansion project. Councilman Bryson shared that the Halloween Party in the Park will take place on Saturday, October 9; and the last Farmers Market will take place on Tuesday, October 12, including a flu shot clinic and "Meet the Candidates" event. Finally, Councilman Bryson stated that the roof had been replaced on the bathroom building in Ginegaw Park, there is an Eagle Scout project taking place in Sherburne Park and work will be done to expand to the sledding hill by the Town Hall complex.

COUNCILWOMAN LINSON

Councilwoman Linson shared that everything is going well in the Walworth Justice Court.

She also informed those present that the Walworth Historical Society now has a dedicated phone which is in the process of being set up. Councilwoman Linson thanked residents who attended historic marker dedication ceremony on October 3, 2021, and she presented the Wayne County Bicentennial calendars which are currently on sale by Bicentennial Committee members and at the Town Clerk's office.

COUNCILMAN PHILLIPS – No report.

SUPERVISOR JACOBS

Supervisor Jacobs shared that the Town Attorney is now reviewing the proposed changes to the Town's code, and should be completed soon. Once this process has been completed, the proposed changes will be shared with the public and a public hearing will be held. Supervisor Jacobs stated that she had received several complaints regarding speed limits and safety on roads, and Highway Superintendent Vendel spoke regarding the maintenance and designation of speed limits on County and State roads.

RESOLUTIONS:

RESOLUTION 129-21: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE MEMORANDUM OF UNDERSTANDING FOR JUSTICE COURT CLERK TERMS AND CONDITIONS OF EMPLOYMENT

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

BE IT RESOLVED that the Town Supervisor is authorized to sign the Memorandum of Understanding between the Town of Walworth and the International Brotherhood of Teamsters, Local 118 for Justice Court Clerk Terms and Conditions of Employment. Memorandum of Understanding documents are in file in the Town Clerk’s office.

Adopted this 7th day of October, 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 130-21: ADOPT AND SET 2022 FEE SCHEDULE FOR GINEGAW LODGE AND OPEN-AIR PAVILIONS

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

The following was submitted:

From: Jackie Vanlare <Walrec@townofwalworthny.gov>
Date: September 30, 2021 at 4:15:37 PM EDT
To: supervisor@townofwalworthny.gov
Cc: Scott Bryson <sbryson@townofwalworthny.gov>
Subject: Fee Schedule

Hi all!

Just a reminder that the Town Board needs to approve the 2022 fee schedule for the Lodge and Pavilions. This would need to be done at the next TB meeting because our books open for the lodge on October 14th. The fee schedule would be as follows:

Lodge

Resident Rate ~ \$175.00
 Non-Resident Rate ~ \$225.00

Open Air Pavilions

Resident Rate ~ \$35.00
 Non-Resident Rate ~ \$60.00

If you have any questions please let me know!

Jackie

BE IT RESOLVED, The 2022 fee schedule be adopted and set for Ginegaw Lodge and open-air pavilions.

Adopted this 7th day of October, 2021 at a meeting of the Town Board.

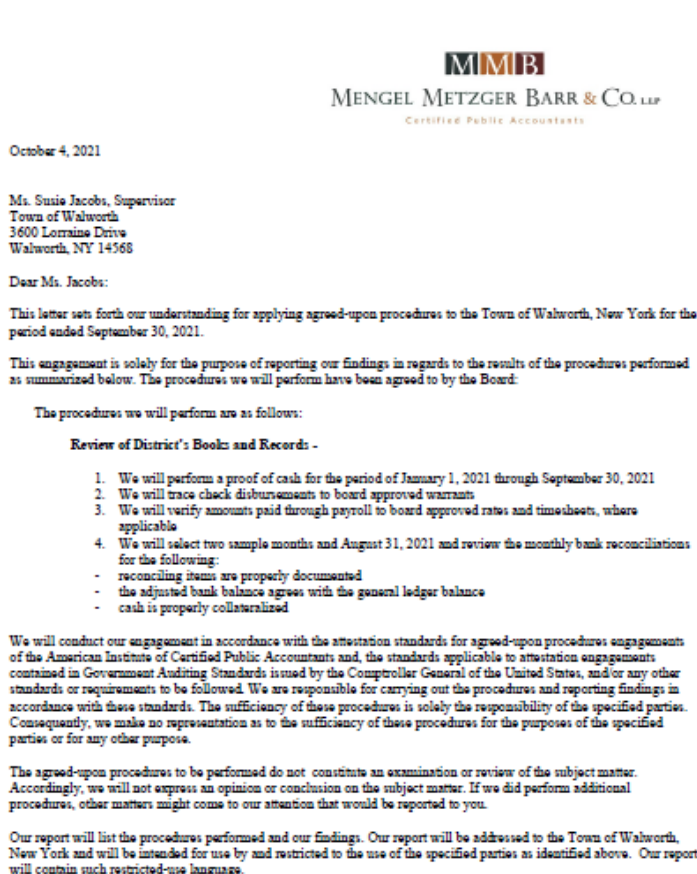
Roll call vote:	Councilwoman Linson	Aye
	Councilman Bryson	Aye
	Councilman Phillips	Aye
	Supervisor Jacobs	Aye

Resolution carried.

RESOLUTION 131-21: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE MENGEL METZGER BARR & CO., LLP PROPOSAL FOR AGREED-UPON PROCEDURES

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

The following was submitted:



Should we have any reservations with respect to the subject matter, we will discuss them with you before the report is issued.

We have no responsibility to update our report for events and circumstances occurring after the date of our report.

As part of our engagement, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the agreed upon procedures.

During the course of the engagement, we may communicate with you or with your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Our firm may transmit confidential information to you through a secure CCH Access Portal (Portal) in order to facilitate delivering our services to you. For example, such transmissions might include, but not be limited to, financial statements, reports to management, fixed asset reports, and tax returns. Information on the Portal may be removed within a reasonable period of time after conclusion of the engagement. As such, you should download the files provided for your records.

Mr. Michael DeBadrn is the engagement partner for the services specified in this letter. His responsibilities include supervising of Mengel Metzger Barr & Co., LLP, Raymond F. Wagar, CPA, P.C. Division's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the agreed-upon procedures report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices are payable upon presentation. We estimate that our fee for the engagement will not exceed \$2,275.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate.

We will maintain the confidentiality of your personal information and will apply procedures to protect against any unauthorized release of your personal information to third parties.

We agree to retain our attest documentation or work papers for a period of five years from the date of our report.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our engagement including our respective responsibilities. If you have any questions, please let us know.

We appreciate the opportunity to be of service to you and look forward to working with you and your staff.

Sincerely,
Mengel Metzger Barr & Co., LLP



Michael DeBadrn

This letter correctly sets forth our understanding.

By: _____ Title: _____

BE IT RESOLVED that the Town Supervisor is authorized to sign Mengel Metzger Barr & Co., LLP Proposal for Agreed-Upon Procedures.

Adopted this 7th day of October, 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:

- **Irrevocable Standby Letter of Credit from Lehrwood Estates, LLC originally dated October 16, 2020 and e-mail from Jeremiah Smith, dated September 17, 2021**

Motion by Councilman Phillips to accept and file the Irrevocable Standby Letter of Credit from Lehrwood Estates, LLC originally dated October 16, 2020 and e-mail from Jeremiah Smith. Seconded by Councilman Bryson.

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

Motion carried.

- **E-mail from Lea Dill, Dog Control Officer, dated September 22, 2021**
- **Letter from New York State Department of Public Service regarding broadband survey, dated September 27, 2021**

Supervisor Jacobs reviewed the following Town Board meeting dates:

TOWN BOARD MEETINGS:

DATE	TIME	MEETING TYPE
OCTOBER 21, 2021	6:30 PM	REGULAR/ADOPTION OF BUDGET
NOVEMBER 4, 2021	6:30 PM	REGULAR
NOVEMBER 18, 2021	6:30 PM	REGULAR

Councilman Bryson and Councilwoman Linson stated that discussions had taken place with the Walworth Fire Department regarding the Boy Scout Troop trailer being stored on their property.

PUBLIC PARTICIPATION:

Charlie Caradonna addressed the Town Board and spoke regarding the High Acres landfill.

EXECUTIVE SESSION:

Motion by Councilwoman Linson to enter into an executive session to discuss medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilman Phillips.

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

Motion carried.

Time: 7:29 PM

RECONVENE:

Supervisor Jacobs reconvened the regularly scheduled meeting at 8:42 PM.

ADJOURNMENT:

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

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

Motion carried.

Time: 8:42 PM

Respectfully Submitted,

Aimée Phillips-Lomb
Town Clerk