Susie C. Jacobs, MMC, Town Supervisor
3600 Lorraine Drive
Walworth, NY 14568

315.986.1400
315.926.9154
Fax 315.986.1440

TOWN BOARD REGULAR MEETING – AGENDA
November 18, 2021 6:30 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

MINUTES: **November 4, 2021 Regular Meeting**

PRESENTATIONS

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS)

Monthly Report of the Town Clerk, November 2021

RESOLUTIONS:

Resolution -21: Abstract 11, Approval

Resolution -21: Authorize the Town Supervisor to sign the Wayne County Humane Society agreement for shelter services

COMMUNICATIONS

- **2021 Fee Schedule has been distributed to Department Heads for review.** Motion to acknowledge that Town Clerk has distributed Fee Schedule.
- **Planning and Zoning Board 2022 Meeting Calendar**
- **Monthly Report from Dog Control Officer Lea Dill,** dated November 4, 2021
- **Letter from Wayne County Water and Sewer Authority regarding increase in rates for 2022**, dated October 28, 2021 **(motion to accept and file)**
- **Letter from NYS DOT regarding safety review of Routes 350 and 286,** dated October 21, 2021 **(motion to accept and file)**

NEW AND OTHER BUSINESS

PUBLIC PARTICIPATION

EXECUTIVE SESSION

ADJOURNMENT

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

(Updated 11/16/2021)

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK

OCTOBER, 2021

TO THE SUPERVISOR:

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	48.65	
	2	MARRIAGE LICENSES NO. 21045 TO 21046	35.00	
	4	MISCELLANEOUS	76.50	
	2	B/D/M RECORDS SEARCH	20.00	
		TOTAL TOWN CLERK FEES		**180.15**
A1689				
	1	PERC/NEW/SEPTIC REPAIR	100.00	
		TOTAL A1689		**100.00**
A2001				
	5	RECREATION	226.00	
		TOTAL A2001		**226.00**
A2110				
	1	ZONING BOARD REVIEW	50.00	
		TOTAL A2110		**50.00**
A2115				
	1	PB REVIEW FEES/OTHER	400.00	
		TOTAL A2115		**400.00**
A2544				
	70	DOG LICENSES	706.00	
		TOTAL A2544		**706.00**
A2555				
	39	BUILDING PERMITS	5,238.60	
		TOTAL A2555		**5,238.60**
A2770B				
	3	OTHER INCOME BUILDING	115.00	
		TOTAL A2770B		**115.00**
CM2089				
	10	PARK EXPENDABLE TRUST	8,650.00	
		TOTAL CM2089		**8,650.00**
CM2770				
	1	CEMETERY FEES	500.00	
		TOTAL CM2770		**500.00**
SS2122				
	2	SEWER APPLICATION WALWOR	1,700.00	
		TOTAL SS2122		**1,700.00**

TOWN CLERK'S MONTHLY REPORT

OCTOBER, 2021

TA30A

13	ESCROW - BLDG PERMITS	2,200.00	
	TOTAL TA30A		**2,200.00**

TOWN CLERK'S MONTHLY REPORT

OCTOBER, 2021

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	6,967.10
DECALS SEPARATE MONTHLY REPORT	48.65
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	2,200.00
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	9,150.00
PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	1,700.00
DECALS SEPARATE MONTHLY REPORT- EFT	833.35
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	86.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	45.00
TOTAL DISBURSEMENTS	**21,030.10**

NOVEMBER 2, 2021

Susie C. Jacobs, SUPERVISOR

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

I, Aimee 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

2nd day of November 2021

Town Clerk

Jenna Camacho
Notary Public

JENNA CAMACHO
Notary Public - State of New York
NO. 01CA6422353
Qualified in Wayne County
My Commission Expires Sep 20, 2025

RESOLUTION -21: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE WAYNE COUNTY HUMANE SOCIETY AGREEMENT FOR SHELTER SERVICES

Council offered the following Resolution and moved its adoption. Seconded by Council to wit:

THE WAYNE COUNTY HUMANE SOCIETY
AGREEMENT FOR SHELTER SERVICES

THIS AGREEMENT, made this _____ day of _____, 201__, Pursuant to the provisions of Sections 115 and 116 of the Agriculture and Markets Law, by and between the Town of Walworth, a municipal corporation in the State of New York, party of the first part, and the Wayne County Humane Society, a corporation organized and existing pursuant to the Not-For-Profit Corporation Law of the State of New York, and having its office and principal place of business at 1475 County House Road, Lyons, New York, party of the second part,

WITNESSETH:

FIRST: The party of the second part, in consideration of the payment to it by the party of the first part of the sums of money to be paid in the manner and at the times hereinafter particularly described, hereby covenants and agrees that:

1. The party of the second part will provide and maintain a shelter for animals in such shelter and will humanely euthanized or make available for adoption seized domestic animals not redeemed as provided in Article 7 of the Agriculture and Markets Law. Such shelter shall at all times during the term hereof be under the care and charge of a competent employee and shall be open to the public at reasonable hours.

2. The party of the second part will not turn domestic animals away from the shelter if brought to the shelter by individuals from a contracting Town/Village. The dog control officer will be notified when dog turnovers are made. The shelter personnel will require a DL18 at this time. The dog control officer will be given pertinent information on the dog and the person making the turnover.

3. The party of the second part will follow the provisions of Article 7 of the Agriculture and Markets Law and any rules and regulations promulgated pursuant thereof in relation to the holding, care, adoption, licensing, redemption and disposition of seized animals.

4. The party of the second part will file and maintain a complete record of any turn over and subsequent disposition of any dog in the manner prescribed by the Commissioner of Agriculture and Markets as well as any other records required by Article 7.

5. The party of the first part will control its impound fees.

SECOND: In consideration of the performance by the party of the second part of the terms of this Agreement, the party of the first part hereby agrees to pay the party of the second part in accordance with the attached schedule of charges, whenever applicable, to be billed and payable on a monthly basis. Injured animals brought in by a DCO or any duly authorized Town/Village officer of the party of the first part must be seen and treated by a veterinarian before being left with the party of the second part and be accompanied with veterinarian instructions for care. Party of the first part is responsible for veterinary bills in all cases.

This Agreement shall commence on January 1, 2022 and be terminated either upon 30 days written notice by one of the parties to the other or upon the signing of a new Agreement by the parties.

Page 1 of 2

IN WITNESS THEREOF, the parties hereto have caused their separate corporate seals to be hereunto affixed and this Agreement to be signed by their authorized officers, the day and year first above written.

TOWN OF WALWORTH

By _____
Supervisor

WAYNE COUNTY HUMANE SOCIETY

By _____ Stephanie Cooper
Its President

STATE OF NEW YORK)
) SS.
COUNTY OF WAYNE)

On this _____ day of _____, 201 _____, before me, the subscriber, personally appeared _____, to me personally known, who, being by me duly sworn, did depose and say that (s)he resides in the _____ of _____, Wayne County, New York; that (s)he is the Supervisor of the Town of Walworth, Wayne County, New York, the municipal corporation described herein, and which executed the foregoing Agreement; that (s)he knows the seal of said corporation; that the seal affixed to said Agreement is such corporate seal; that it was so affixed by order of the Town/Village Board of such corporation; and that (s)he signed (her)his name thereto by like order.

_____
Notary Public

STATE OF NEW YORK)
) SS.
COUNTY OF WAYNE)

On this _____ day of _____, 201 _____, before me, the subscriber, personally appeared Stephanie Cooper, to me personally known, who, being by me duly sworn, did depose and say that (s)he resides in the Town of Williamson, Wayne County, New York; that (s)he is the President of the Humane Society of Wayne County, New York, which executed the foregoing Agreement; that (s)he knows the seal of said corporation; that the seal affixed to said Agreement is such corporate seal; that it was so affixed by order of the Board of Directors of such Not-For-Profit corporation; and that (s)he signed (her)his name thereto by like order.

_____
Notary Public

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CONTINUED ON NEXT PAGE

CONTRACTED CHARGES FOR January 1st 2022- December 31st 2023:

$30.00 Admission Charge per Dog

Euthanasia and Disposal charges are actual cost to the Humane Society. Charge is based upon the weight of the animal at $1.50 per pound.

If the animal has to be euthanized the admission fee is waived, only euthanasia and disposal cost will be billed to the Town.

Boarding: Town Cost: cats and dogs; $12.00 per day per animal

Owner redeemed dogs: admission and boarding charges are the responsibility of the owner, HSWC charges to the Town are waived.

NON CONTRACTED CHARGES FOR January 1st 2022-December 31st 2023:

$50.00 Admission Charge per Dog

Euthanasia and Disposal charges are actual cost to the Humane Society; Charge is based upon the weight of the animal at $1.50 per pound.

Boarding: Town Cost: cats and dogs: $15.00 per day per animal

Owner redeemed dogs: admission and boarding charges are the responsibility of the owner, charges to the Town are waived.

- If the shelter is involved in any after hours drop offs, the charges are $50.00 per hour. The person to contact for after hours assistance is: Mark Plyter @ 315-310-1906 or by calling Wayne County 911 center and asking to have him notified.
- Towns will be charged $25.00 per hour to transport a dog to a veterinarian if there is a need to be seen within the 5 day holding period. If the dog has been held for the 5 day holding period at your facility, there will be no cost to transport. All veterinarian care within the holding period will be actual cost billed to the Town.

The Humane Society of Wayne County reserves the right to determine which animals are adoptable and which are not. An explanation for why a "town/village" dog is euthanized will accompany your billing statement.

BE IT RESOLVED that the Town Supervisor is hereby authorized to sign the agreement with the Wayne County Humane Society for shelter services for 2022-2023.

Adopted this 18th day of November, 2021 at the meeting of the Town Board.

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

Resolution carried.

2022 WALWORTH PLANNING BOARD CALENDAR

MEETINGS ARE HELD ON THE SECOND MONDAY OF THE MONTH AT 7PM UNLESS OTHERWISE INDICATED

MEETING DATE *TUESDAY	APPLICATION AND PLANS SUBMITTED BY	ADVERTISING DEADLINE (BY NOON)	CONCEPT DISCUSSION ONLY
01/10/22	12/17/21	12/30/21	01/03/22
02/14/22	01/21/22	02/03/22	02/07/22
03/14/22	02/18/22	03/03/22	03/07/22
04/11/22	03/18/22	03/31/22	04/04/22
05/09/22	04/15/22	04/28/22	05/02/22
06/13/22	05/20/22	06/02/22	06/06/22
07/11/22	06/17/22	06/30/22	07/01/22
08/08/22	07/15/22	07/28/22	08/01/22
09/12/22	08/19/22	09/01/22	09/02/22
10/11/22*	09/16/22	09/29/22	10/03/22
11/14/22	10/21/22	11/03/22	11/07/22
12/12/22	11/18/22	12/01/22	12/05/22

*** FOR ANY MATTER COMING BEFORE THE BOARD THAT REQUIRES A PUBLIC HEARING, ALL PAPERWORK AND PLANS MUST BE SUBMITTED **NO LATER THAN** THE DEADLINE DATE (AS NOTED ABOVE) IN ORDER TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING. **THERE WILL BE NO EXCEPTIONS TO THE DEADLINE DATE.**

***CONCEPT DISCUSSIONS **DO NOT** REQUIRE A PUBLIC HEARING. ANYONE DESIRING A CONCEPT DISCUSSION MUST NOTIFY THE PLANNING BOARD CLERK **NO LATER THAN** THE DEADLINE DATE (AS NOTED ABOVE) **THERE WILL BE NO EXCEPTIONS TO THE DEADLINE DATE.**

2022 WALWORTH ZONING BOARD CALENDAR

MEETINGS ARE HELD THE FIRST MONDAY OF THE MONTH AT 7PM UNLESS OTHERWISE INDICATED

MEETING DATE *TUESDAY	APPLICATION AND PLANS SUBMITTED BY	ADVERTSING DEADLINE (BY NOON)	CONCEPT DISCUSSION ONLY
01/03/22	12/10/21	12/23/21	12/27/21
02/07/22	01/14/22	01/27/22	01/31/22
03/07/22	02/11/22	02/24/22	02/28/22
04/04/22	03/11/22	03/24/22	03/28/22
05/02/22	04/08/22	04/21/22	04/25/22
06/06/22	05/13/22	05/26/22	05/27/22
07/05/22*	06/10/22	06/23/22	06/27/22
08/01/22	07/08/22	07/21/22	07/25/22
09/06/22*	08/12/22	08/25/22	08/29/22
10/03/22	09/09/22	09/22/22	09/26/22
11/07/22	10/14/22	10/27/22	10/31/22
12/05/22	11/10/22	11/23/22	11/28/22

*** FOR ANY MATTER COMING BEFORE THE BOARD THAT REQUIRES A PUBLIC HEARING, ALL APPLICATIONS AND PLANS MUST BE SUBMITTED **NO LATER THAN** THE DEADLINE DATE (AS NOTED ABOVE) IN ORDER TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING. **THERE WILL BE NO EXCEPTIONS TO THE DEADLINE DATE.**

***CONCEPT DISCUSSIONS **DO NOT** REQUIRE A PUBLIC HEARING. ANYONE DESIRING A CONCEPT DISCUSSION MUST NOTIFY THE ZONING BOARD CLERK **NO LATER THAN** THE DEADLINE DATE AS NOTED ABOVE. **THERE WILL BE NO EXCEPTIONS TO THE DEADLINE DATE.**

Aimee Phillips

From: Lea Dill (norlea@aol.com) <norlea@aol.com>
Sent: Thursday, November 4, 2021 10:06 AM
To: susie_goforth@yahoo.com
Cc: townclerk@townofwalworthny.gov
Subject: Monthly DCO report

Good Morning,

Two barking complaints that I followed up on.

Had a call about two dogs in the running lose at the town hall area. Dogs gone by the time I drove over. I am sure the dogs live on Sherburn Road but not able to determine what house.

Called out twice on Rte 350 to meet up with law enforcement where goats and calf keep getting out of pens.. Containment conditions horrific, Deputy Dunlap was to get a hold of cruelty officer Tom Littlefield to look into situation. Left message for Deputy Dunlap for a follow up, have not heard back. I did call Ag & Markets about the conditions the livestock are living in, the response was let local law handle it. Sadly there is not enough laws that address the neglect of livestock.

Going out today to follow up on a complaint that a dog was left out last night with no shelter on Atlantic ave.

Lea Dill

🐶🐶

Wayne County Water & Sewer Authority

www.wcwsa.org

TO: Susie Jacobs, Town of Walworth Supervisor

From: Martin J. Aman, Executive Director, W.C.W. & S.A.

RE: Proposed Water Rates and Charges for 2022

Date: October 28, 2021

Dear Susie,

This letter shall serve as notification of the proposed water rates and charges for next year. There will be *changes* to the rates for 2022. The cost of water within this service area of the W.C.W. & S.A. will **increase from *$4.70 to $4.85*** per thousand gallons purchased. The basic service charge will remain **$25.00** per quarter.

Please note that these charges will result in an increase of approximately $7.50 per year ($0.63/month) for a typical residential customer using 50,000 gallons per year.

We look forward to a continuation of the strong relationship that we have enjoyed with the towns within our Service Areas. Please feel free to call me with any questions.

Sincerely,

Martin J. Aman
Executive Director, W.C.W. & S.A.

3377 Daansen Road -Walworth, New York 14568 - (315) 986-1929 - Fax (315) 986-1687

NEW YORK STATE OF OPPORTUNITY. Department of Transportation

KATHY HOCHUL
Governor

MARIE THERESE DOMINGUEZ
Commissioner

CHRISTOPHER REEVE, P.E.
Acting Regional Director

File: 54.23-350
Study: 04210078

October 21, 2021

Ms. Susie C. Jacobs, Supervisor
Town of Walworth
3600 Lorraine Drive
Walworth, NY 14568

Dear Supervisor Jacobs:

We have completed our review for potential safety enhancements at the intersection of Route 350 and Route 286 (Atlantic Avenue) in the Town of Walworth. The review included a three-year crash summary, an analysis of vehicle speed, and documentation of roadway characteristics.

A representative from this office visited the site and analyzed vehicle speed by use of radar. We also met with the Traffic Supervisor from the New York State Police at this location to seek his input about lowering the speed limit. In consideration of the site review, radar data, and review by the State Police, we determined that changes to the speed limit are not currently warranted.

The three-year crash history found the intersection averaged four crashes per year. Although the number of crashes at the intersection would not be considered unusual, the review did identify a pattern of crashes of motorists failing to stop at the Stop sign.

Sight distance was measured for vehicles exiting Route 286 and was found to be greater than the minimum amount required to the north and south. Sight distance to the Stop sign was also measured and was found to be greater than the minimum amount required. A Stop Ahead warning sign and an oversized Stop sign exist for eastbound traffic.

In consideration of the crash history and roadway characteristics, we will be making improvements to enhance safety at the intersection. An oversized two-direction large arrow sign will be installed on the east side of Route 350 to provide additional warning that motorists are approaching an intersection. In addition, oversized Stop and Stop Ahead signs will be installed on the drivers left to provide additional guidance to approaching motorists of the stop condition. Lastly, reflective strips will be installed on

the sign posts for the Stop signs and warning signs to enhance the conspicuity of the signs. This work will be completed by State maintenance forces as scheduling allows. Thank you for your interest in highway safety.

Sincerely,

Matthew C. Oravec

Matthew C. Oravec, P.E,
Acting Regional Traffic Engineer

MCO/AOQ/CAR/mm

cc: T. Sgt. B. Bernard, State Police Troop "E"
K. Rooney, Highway Superintendent, Wayne County
B. Butts, Acting Resident Engineer, Wayne/Ontario