



Michael Donalty, Town Supervisor
3600 Lorraine Drive
Walworth, NY 14568

315.986.1400
315.926.9154
Fax 315.986.1440

TOWN BOARD REGULAR MEETING – AGENDA
MAY 5, 2022 6:30 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

6:30 PM - PUBLIC HEARING: Local Law No. 3 of 2022 To Amend Chapter 18 Of The
Walworth Town Code In Order To Set The Number Of Members
Of The Board of Ethics To Five

MINUTES: April 21, 2022 Regular Meeting

PRESENTATIONS

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS)

RESOLUTIONS:

- Resolution -22:** To authorize Town Supervisor to approve contract with Van Hook Service Co., Inc for preventative maintenance services
- Resolution -22:** To adopt Local Law No. 3 of 2022 To Amend Chapter 18 Of The Walworth Town Code In Order To Set The Number Of Members Of The Board of Ethics To Five
- Resolution -22:** To declare Verizon office phone system surplus and authorize its disposal
- Resolution -22:** Authorization to present proclamation for Walworth Lions Club 50th Anniversary
- Resolution -22:** Authorize the Highway Superintendent to purchase a new 2023 Chevy pickup truck with plow package through the NYS Mini Bid system, purchase not to exceed \$44,000.00

COMMUNICATIONS

- **Monthly Parks and Recreation Report**, dated April 20, 2022
- **MS4 Joint Annual Report** for the coalition has been posted on their website, OWSC.org. There is also a link on the Town of Walworth MS4/Drainage webpage to Ontario Wayne Stormwater Coalition website as well. Any public comments must be submitted by May 24.
- **E-mail from Joe Baranek**, dated May 2, 2022
- **Assessment Department Report for April 2022**

NEW AND OTHER BUSINESS

- Discussion on next steps to take to regulate Cannabis dispensaries
- Update on revised Town Code and plan for completion
- Local Health Officer Discussion/Update
- Planning/Zoning Board Alternate Discussion, motion to advertise position

PUBLIC PARTICIPATION

EXECUTIVE SESSION


ADJOURNMENT

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

RESOLUTION -22: TO AUTHORIZE TOWN SUPERVISOR TO APPROVE CONTRACT WITH VAN HOOK SERVICE CO., INC FOR PREVENTATIVE MAINTENANCE SERVICES

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

The following was submitted:



VAN HOOK SERVICE CO., INC.
Specialists in Industrial Refrigeration
And Air Conditioning Services

75 BIRNICK AVENUE
ROCHESTER, NEW YORK 14624-2117

PHONE 585-226-4275
FAX 585-226-8744

April 15, 2022

Town of Walworth
3400 Lawrence Drive
Walworth, NY 14568

To Whom It May Concern,

This is to advise you that your preventative maintenance contract with Van Hook Service Co, Inc will expire as of April 30, 2022

We have been happy to service your company since 2017.

At this time, this letter will serve as your renewal with Van Hook Service Co with a minimal increase. The annual price for the upcoming contract period will be \$4,315 with your first preventative maintenance starting now in May

This will extend the contract for an additional one (1) year. We have strived, and succeeded, in keeping your costs to a minimum, while continuing to provide the excellent service that you deserve

It has been a pleasure doing business with you and your Company. Should you ever have any problems and/or suggestions as to how we can better service your facility, please do not hesitate to contact me.

Thank you,

Michele Serry
Contract Manager

BE IT RESOLVED, that the Town Supervisor is hereby authorized to approve the contract with Van Hook Service Co., Inc. for preventative maintenance services for one year, budgeted item.

Adopted this 5th day of May, 2022 at a meeting of the Town Board.

Roll call vote: Councilwoman Linson
Councilman Bryson
Councilman Harden
Councilman Johnson
Supervisor Donalty

Resolution carried.

**RESOLUTION -22: APPROVAL OF LOCAL LAW NO. 3 OF 2022 TO AMEND
CHAPTER 18 OF THE WALWORTH TOWN CODE IN ORDER TO SET THE
NUMBER OF MEMBERS OF THE BOARD OF ETHICS TO FIVE**

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

WHEREAS, a public hearing was duly called for and held by the Walworth Town Board on the 5th day of May, 2022 to hear all interested parties on a proposed local law to “Set the Number of Members of the Board of Ethics to Five,” where the public was given the opportunity regarding the same; and

WHEREAS, the Town Board has duly considered the Local Law, including any comments thereon, as well as any other pertinent information related to the aforesaid Local Law; and

WHEREAS, the Walworth Town Board, after due deliberation, finds it in the best interest of the Town to adopt said local law to set the Ethics Board membership to five because it will help to ensure that the membership of the Ethics Board is able to operate at full strength, and thus allow for the efficient operation thereof.

NOW, THEREFORE, BE IT RESOLVED, that the Walworth Town Board hereby adopts said Local Law No. 3 of 2022, to Amend Chapter 18 of the Walworth Town Code in Order to Set the Number of Members of the Board of Ethics to Five, all as set forth in the attached Local Law, which is incorporated herein and made a part hereof; and be it further

RESOLVED, that the Walworth Town Clerk be and hereby is directed to enter said Local Law into the minutes of this meeting and to give due notice of the adoption of said Local Law to the Secretary of State of the State of New York; and, be it further

RESOLVED, that, Walworth Board of Ethics be and is hereby comprised of the following members and terms:

1. Jenna Camacho, 1/1/2022 – 12/31/2022
2. Robert Seaman, 1/1/2022-12/31/2022
3. Philip Williamson, 1/1/2022-12/31/2022
4. Douglas Weeks, 1/1/2022-12/31/2022
5. Peter Marini, 1/1/2022-12/31/2022

Adopted this 5th day of May, 2022 at the meeting of the Town Board.

Roll call vote: Councilwoman Linson
 Councilman Bryson
 Councilman Harden
 Councilman Johnson
 Supervisor Donalty

Resolution carried.

RESOLUTION -22: TO DECLARE VERIZON OFFICE PHONE SYSTEM SURPLUS AND AUTHORIZE ITS DISPOSAL

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

WHEREAS, the Town has purchased and installed a new and updated phone system in all the Town buildings and offices; and

WHEREAS, the new system replaces a Verizon phone system that has exceeded its useable life of ten years, is no longer supported by the manufacturer, and has no substantial resale value; and

WHEREAS, current laws require that electronic components of this type be submitted to an authorized recycling facility for disposal, such as the “e-Recycling” event being held in Webster on June 4, 2022;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby declares the Verizon phone system as surplus, and authorizes a representative for the Highway Department to transport the surplus phones to the electronic recycling event in Webster on June 4, 2022.

Adopted this 5th day of May, 2022 at the meeting of the Town Board.

Roll call vote: Councilwoman Linson
Councilman Bryson
Councilman Harden
Councilman Johnson
Supervisor Donalty

Resolution carried.

**RESOLUTION -22: AUTHORIZATION TO PRESENT PROCLAMATION FOR
WALWORTH LIONS CLUB 50TH ANNIVERSARY**

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

PROCLAMATION

WALWORTH LIONS CLUB - 50TH ANNIVERSARY

WHEREAS, the Walworth Lions Club was chartered on April 25, 1972, with an initial membership roster of 27 members;

AND

WHEREAS, the Lions Club International is the largest service organization in the world, and their motto is, "We Serve."

AND

WHEREAS, the Mission Statement of the Lions Club International is "to empower volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions clubs";

AND

WHEREAS, for fifty years, the Walworth Lions Club has served the Town of Walworth and its neighbors, funding eyeglasses and eye exams, guide dog schools, environmental cleanup day, disaster relief, food pantries, senior citizens dinners, and other causes;

AND

WHEREAS, the Walworth Lions Club is comprised of volunteers who tirelessly and unselfishly dedicate their time to the betterment of our community and aiding those in need;

AND

WHEREAS, the Walworth Town Board, together with the citizens of this community, desires to congratulate and celebrate with the Walworth Lions Club on this milestone event as they remember their past and look forward to their future successes;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Walworth in the County of Wayne , State of New York, does hereby recognize the **Walworth Lions Club** as they celebrate their 50th anniversary and honor their many contributions and achievements.

Proclaimed this 17th day of May, 2022.

Adopted this 5th day of May, 2022 at a meeting of the Town Board.

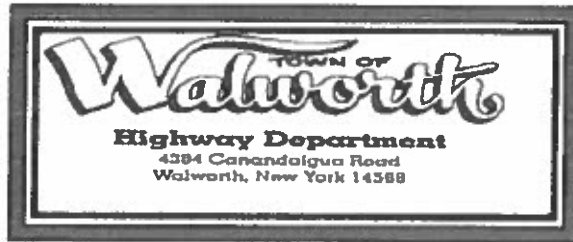
Roll call vote: Councilwoman Linson
 Councilman Bryson
 Councilman Harden
 Councilman Johnson
 Supervisor Donalty

Resolution carried.

RESOLUTION -22: AUTHORIZE THE HIGHWAY SUPERINTENDENT TO PURCHASE A NEW 2023 CHEVY PICKUP TRUCK WITH PLOW PACKAGE THROUGH THE NYS MINI BID SYSTEM, PURCHASE NOT TO EXCEED \$44,000.00

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

The following was submitted:



Kevin Switzer
Highway Superintendent

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

TO: MIKE DONALTY, TOWN SUPERVISOR
TOWN BOARD MEMBERS

FROM: KEVIN SWITZER, HIGHWAY SUPERINTENDENT

DATE: MAY 2, 2022

SUBJECT: NEW VEHICLE PURCHASE

Be it resolved that the Town Board authorize Kevin Switzer, Highway Superintendent, to purchase a new pickup truck through the NYS Mini Bid system. The vehicle will be a 2023 Chevy Pickup with a plow package. Amount of purchase is not to exceed \$44,000. Amount up to \$40,000.00 is to be expensed from Account DAS130.22, and any additional amount is to be expensed from fund balance.

Respectfully submitted,


Kevin Switzer, Highway Superintendent



SALES QUOTE

Joe Sant Chevrolet, Inc.
 5111 Transit Rd
 Depue, NY 14854
 Dr 716-266-1764
 Fax 716-683-1766
info@joesant.com

QUOTE NO.
 DATE April 25, 2022
 CUSTOMER # 30793

TO: Kevin Switzer
 Town of Watkinson Highway Dept
 4384 Comstock Road
 Watkinson, NY 14884
 315-324-8336

SHP TO: [Contact Name]
 [Company Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]

Subperson	Customer POF	Model	Contract	Option Description %	Contract Discount %	Manufacturer's Ref Assistance	PAYMENT TERM
1		2022	FLABH4J				Net 30
Vehicle Description							
QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	NET TOTAL		
1	2022001	2022 Chevrolet Silverado 2500HD (L3300C) 4WD Reg Cab 141" Wheel Truck	\$ 43,478.34		\$ 43,478.34		
1	1W7	Work Truck Preferred Equipment Group		5	5		
1	1L7	Lighter switch bar, (3)		5	5		
1	1A7	Seats, front 40/20/40 split bench		5	5		
1	1A0	Window, power front, passenger express above		5	5		
1	1A0	Class, deep (steel)		5	5		
1	1A0	Window, power front, driver's express above		5	5		
1	1A0	Class, deep (steel)		5	5		
1	1A0	Window, power front, driver's express up/down		5	5		
1	1A0	Class, deep (steel)		5	5		
1	1A9	Defogger, rear-window electric		5	5		
1	1C4	Chrysler spray-on bedliner		5	5		
1	1C5	Turners, outside power-adjustable vertical trailing		5	5		
1	1C7	Quintone, pickup bed		5	5		
1	1C7	Quintone, pickup bed		5	5		
1	1L4	Rear door, 1.75 ramp		5	5		
1	1H7	Jet black, cloth seat trim		5	5		
1	1C8	Radio system, Chevrolet infotainment 3 system		5	5		
1	1L8	Wheel, 18" (20" on 4x4) (4)		5	5		
1	1L1	Trailer brake controller, integrated		5	5		
1	1L3	Control system, electronic		5	5		
1	1W7	Alternator, 230 amps		5	5		
1	1B1	Engine, 6.6L V8		5	5		
1	1W0	Transmission, 8-speed automatic, 4WD		5	5		
1	1M1	Lifters		5	5		
1	1M2	Mid-Frame		5	5		
1	1C9	WT Convenience Package		5	5		
1	1YH	Wheels, 17" (41.2 cm) painted steel, silver		5	5		
1	1Q7	Foldable, gate function equipped with 2 1/2" lift		5	5		
1	1Q1	Tires, LT285/70R17E all-terrain, Maxxam		5	5		
1	1W7	Plant from manufacturer credit		5	5		
1	1C0	Safety Conference Package		5	5		
1	1W0	PC, Black interior deluxe seats, 6" inc lumbar		5	5		
1	1C0	Camera, Interior Mirror rear camera, 6.5" LCD		5	5		
1	1L0	Upper Infotainment Center, 4.3" diagonal color display		5	5		

1 of 2

1	1W7	Forward Collision Alert		5	5		
1	1W7	Automatic Emergency Braking		5	5		
1	1A3	Steering wheel audio controls		5	5		
1	1A6	Support, front (chrome)		5	5		
1	1YH	Wheels, rear chrome		5	5		
1	1Y3	Literate plate kit, front		5	5		
1	1W0	Lower Price Prep/Camp Package		5	5		
1	1Q0	Tire, spare LT285/70R17E all-terrain, Maxxam		5	5		
NON-REP EQUIPMENT							
1	1L7	10G CALL FACTORY ORDERED LIGHTS SWITCH (L)		5	5		
1	1C0	10G CALL FACTORY ORDERED INTERIOR TANK		5	5		
1	1C0	10G CALL FACTORY ORDERED INTERIOR TANK		5	5		

TOTAL DISCOUNT

SUBTOTAL \$ 41,478.34

SALES TAX \$

TOTAL \$ 43,478.34

Please Make Checks Payable to Joe Sant Chevrolet, Inc.
 Thank you For Your Business.

Kevin Switzer
 Title
 Date

Kevin Switzer
 Title
 Date

Revised 01/19/22 41 99

BE IT RESOLVED, that the Town Board authorizes the Highway Superintendent to purchase a new 2023 Chevy pickup truck with a plow package, purchase not to exceed \$44,000.00, to be expensed from account DA5130.22 and fund balance.

Adopted this 5th day of May, 2022 at a meeting of the Town Board.

Roll call vote: Councilwoman Linson
 Councilman Bryson
 Councilman Harden
 Councilman Johnson
 Supervisor Donalty

Resolution carried.



Jacqueline VanLare, Recreation Director
Recreation Department
Town of Walworth • Wayne County, NY

April 20, 2022

TO: Supervisor Donalty & the Walworth Town Board

RE: Monthly Parks and Recreation Report

- Our annual Corned Beef and Cabbage was a success in March. We sold a total of 93 take home dinners.
- Our Summer Town Topics will be heading to the printer next week, with registration opening on May 12th.

Financial summary of the Late Winter/ Spring Season

- ✓ 1,049 total transactions from January 1st – April 20th
- ✓ \$32,932.50 total program registration fees taken in between Jan 1st – April 20th.

Respectfully Submitted,



3600 Lorraine Drive
Walworth, NY 14568

Jacqueline VanLare
Recreation Director



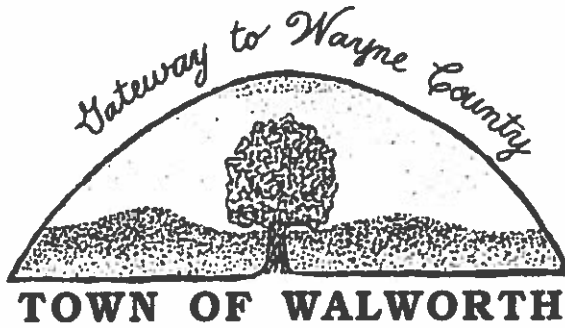
(p) 315 986 1400
(f) 315 986 1440



walrec@townofwalworthny.gov
www.townofwalworthny.gov



Town of Walworth Parks
& Recreation Department



TOWN OF WALWORTH
Assessor
3600 Lorraine Drive
Walworth, NY 14568
assessor@townofwalworthny.gov
(315) 986-1400 ext 5 phone
(315) 986-4342 fax

Assessment Department Report
For April 2022

- Continued to send out exemption denial & Approval letters
- Held several phone informals
- Clerk completed Fundamentals of Assessment Administration
- Recalculated taxable
- Ran assessment totals
- Completed splits/merges
- Processed 20 sales/transfers
- Bank codes, mailing address, name etc. in RPS & address book
- Ran transmitted sales report
- Backup 2022 RPSV4 file
- Dropped off tentative roll to county for processing

Sincerely,

A handwritten signature in black ink that reads "Melissa Halstead". The signature is fluid and cursive, with a large loop at the end.

Melissa Halstead
NYS Certified Assessor
Town Of Walworth