

Presiding Deputy Supervisor Linson 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. Deputy Supervisor Linson led those present in the recitation of the Pledge of Allegiance.

Prior to roll call, Deputy Supervisor Linson asked for a moment of silence in honor of the passing of previous Town Supervisor Carlyle Darron.

<u>PRESENT:</u>	Amber Linson	Councilwoman
	Alex Kelly	Councilman
	Jim Harden	Councilman
	Rick Johnson	Councilman
	Aimée Phillips-Lomb	Town Clerk

<u>ABSENT:</u>	Michael Donalty	Supervisor
	Kevin Switzer	Highway Superintendent

OTHERS PRESENT: Christine Stanford, Town Comptroller; Tim McMullen, Assistant Building Inspector; and one (1) member of the public.

MINUTES

Motion by Councilman Johnson that the minutes of July 7, 2022 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilman Kelly.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Motion carried.

ELECTED OFFICIALS’ REPORTS:

The Supervisor’s Report for the **month of May 2022** was submitted to the Town Board.

Motion by Councilman Johnson to accept the **Supervisor’s Report for the month of May 2022**. Seconded by Councilman Kelly.

07/08/2022 15:29:47

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 July, 2022.

DATE: July 8, 2022

[Signature]
SUPERVISOR

	Balance 04/30/2022	Increase	Decreases	Balance 05/31/2022
A GENERAL FUND				
CLEARING ACCOUNT	505,844.79	530,285.85	530,535.46	505,595.18
CASH IN SAVINGS	-53,405.06	402,021.99	316,195.23	32,417.70
MONEY MARKET ACCT	672,065.93	58.12	0.00	672,124.05
ARPA FUNDS	69,539.30	0.58	0.00	69,539.88
CERTIFICATE OF DEPOSITS	400,408.89	0.00	0.00	400,408.89
PETTY CASH	820.00	0.00	0.00	820.00
HIGHWAY BUILDING REPAIRS/ALTERA	79,240.74	5.58	14,725.00	64,521.32
BLDG EQUIPMENT/SOFTWARE	2,047.97	0.18	0.00	2,048.15
TOWN CLERK EQUIPMENT RESERVE	3,132.32	0.27	0.00	3,132.59
COMPUTER EQ RESERVE SAVINGS	66,556.31	5.76	0.00	66,562.07
TOWN HALL CAPITAL RESERVE	245,503.27	21.24	0.00	245,524.51
DOG EMERATION RESERVE FUND	3,418.98	0.30	0.00	3,419.28
EMPLOYEE BENEFIT SAVINGS	1,979.92	0.17	0.00	1,980.09
PARK EQ RESERVE SAVINGS	95,612.00	8.27	0.00	95,620.27
RETIREMENT CONTRIBUTION RESERV	10,116.47	0.88	0.00	10,117.35
RAMBLEY SIDEWALK RESERVE FUND	29,807.23	2.41	0.00	27,809.66
RESERVE FOR RECORDS MANAGEMENT	60,853.40	5.26	0.00	60,858.66
TOTAL	2,191,538.48	932,416.86	861,455.69	2,262,499.65
CM1- PARK SPECIAL REVENUE FUND				
CASH - CHECKING	0.00	297.50	297.50	0.00
CASH - SAVINGS	108,852.69	4,395.00	297.50	112,950.19
TOTAL	108,852.69	4,692.50	595.00	112,950.19
CM2- PARK GROWTH				
TOTAL	0.00	0.00	0.00	0.00
CM6- CEMETERIES				
CASH - SAVINGS	18,250.20	0.00	0.00	18,250.20
TOTAL	18,250.20	0.00	0.00	18,250.20
DA HIGHWAY FUND				
CLEARING ACCOUNT	168,690.84	52,033.02	52,033.02	168,690.84
CASH IN SAVINGS	1,350,959.20	37,801.28	58,040.99	1,330,719.49
MONEY MARKET ACCT	542,981.80	46.97	0.00	543,028.77
EMPLOYEES BENEFITS RESERVE	6,581.53	0.57	0.00	6,582.10
MACHINERY RESERVE SAVINGS	180,986.08	15.66	0.00	181,001.74

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MONTHLY REPORT OF SUPERVISOR

	Balance 04/30/2022	Increase	Decreases	Balance 05/31/2022
RETIREMENT CONTRIBUTION RESERV	10,116.47	0.88	0.00	10,117.35
TOTAL	2,260,315.92	89,898.38	110,074.01	2,240,140.29
HA HIGHWAY EQUIPMENT				
TOTAL	0.00	0.00	0.00	0.00
L LIBRARY FUND				
TOTAL	0.00	0.00	0.00	0.00
MS SELF INSURANCE FUND				
CASH IN SAVINGS	2,638.99	0.23	0.00	2,639.22
TOTAL	2,638.99	0.23	0.00	2,639.22
SD1- WALWORTH CONSOLIDATED				
CASH IN SAVINGS	176,570.12	0.00	665.60	175,904.52
TOTAL	176,570.12	0.00	665.60	175,904.52
SD2- CRYSTAL CREEK DRAINAGE				
LOCAL USE ONLY RES	0.00	0.00	0.00	0.00
CRYSTAL CREEK DRAINAGE RES SAV	2,319.73	0.00	0.00	2,319.73
TOTAL	6,719.98	0.58	0.00	6,720.56
TOTAL	9,039.71	0.58	0.00	9,040.29
SF1- WALWORTH FIRE DISTRICT				
TOTAL	0.00	0.00	0.00	0.00
SP2- WEST WALWORTH FIRE PROTECTION				
CASH IN CHECKING	0.00	34,433.00	34,433.00	0.00
CASH IN SAVINGS	215,906.19	18.64	0.00	215,924.83
TOTAL	215,906.19	34,451.64	34,433.00	215,924.83
SF3- LINCOLN FIRE PROTECTION				
CASH IN CHECKING	0.00	45,233.00	45,233.00	0.00
CASH IN SAVINGS	219,730.93	39.01	0.00	219,769.94
TOTAL	219,730.93	45,272.01	45,233.00	219,769.94
SL1- WALWORTH LIGHT DISTRICT				
CASH IN CHECKING	0.00	351.82	351.82	0.00
CASH IN SAVINGS	28,139.26	0.00	351.82	27,787.44
TOTAL	28,139.26	351.82	703.64	27,787.44

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MONTHLY REPORT OF SUPERVISOR				
	Balance 04/30/2022	Increases	Decreases	Balance 05/31/2022
SL2- HARVEST HILL LIGHT DISTRICT				
CASH IN CHECKING	0.00	618.93	618.93	0.00
CASH IN SAVINGS	10,641.93	0.00	618.93	10,023.00
TOTAL	10,641.93	618.93	1,237.86	10,023.00
SL3- GANANDA LIGHT DISTRICT				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
	26,408.23	0.00	0.00	26,408.23
TOTAL	26,408.23	0.00	0.00	26,408.23
SL4- BROOKSIDE LIGHT DISTRICT				
CASH IN CHECKING	0.00	15.80	25.80	0.00
CASH IN SAVINGS	408.00	0.00	44.88	363.12
BROOKSIDE REPAIR RESERVE	4,717.09	0.41	0.00	4,717.50
TOTAL	5,215.78	16.21	31.60	5,200.39
SL5- ORCHARD VIEW LIGHT DISTRICT				
CASH - CHECKING	0.00	173.62	173.62	0.00
CASH - SAVINGS	6,806.76	0.00	173.62	6,633.14
TOTAL	6,806.76	173.62	347.24	6,633.14
OD0 LEHMWOOD LIGHTING DISTRICT				
CASH - SAVINGS	0.00	0.00	0.00	0.00
	500.00	0.00	0.00	500.00
TOTAL	500.00	0.00	0.00	500.00
SM GANANDA SIDEWALK DISTRICT				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
	44,279.21	0.00	0.00	44,279.21
TOTAL	44,279.21	0.00	0.00	44,279.21
SM1- LEHMWOOD SIDEWALK DISTRICT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SP JOHN'S PARK DISTRICT				
CASH - SAVINGS	0.00	0.00	0.00	0.00
	3,184.29	0.00	0.00	3,184.29
TOTAL	3,184.29	0.00	0.00	3,184.29
SS WALWORTH SEWER DISTRICT #1				
CLEARING ACCOUNT	452.00	22,701.81	22,701.81	452.00
CASH IN SAVINGS	234,396.19	134,467.46	44,301.65	324,562.00
MONEY MARKET	95,007.92	5,823.00	0.00	100,830.92
PETTY CASH	100.00	0.00	0.00	100.00
SEWER DIST BUILDING RESERVE	202,890.07	17.55	0.00	202,907.62
SEWER EQ RESERVE SAVINGS	128,605.24	11.12	0.00	128,616.36

MONTHLY REPORT OF SUPERVISOR				
	Balance 04/30/2022	Increases	Decreases	Balance 05/31/2022
SEWER CAPITAL RESERVE	529,039.94	45.76	0.00	529,085.70
TOTAL	1,190,491.36	163,056.70	67,003.46	1,286,544.60
SW1- WALWORTH WATER DISTRICT #1				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
HOSPITAL RESERVE, WATER STORAGE	38,460.53	0.00	0.00	38,460.53
	2,320.00	0.20	0.00	2,320.80
TOTAL	40,780.53	0.20	0.00	40,781.41
SW19- WATER EXT #19 LIN/SWA/CO				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
	2,492.43	0.00	0.00	2,492.43
TOTAL	2,492.43	0.00	0.00	2,492.43
SW20- WATER EXT #20 ARBOR/TUMMONDS				
CASH IN SAVINGS	0.00	0.00	0.00	0.00
	-2,847.84	2,523.00	0.00	-324.84
TOTAL	-2,847.84	2,523.00	0.00	-324.84
TA TRUST & AGENCY				
CASH	65,336.16	160,976.16	159,099.70	67,212.62
TOTAL	65,336.16	160,976.16	159,099.70	67,212.62
TC CUSTODIAL TRUST				
CASH - CHECKING	128,515.08	3,950.00	2,500.00	129,965.08
TOTAL	128,515.08	3,950.00	2,500.00	129,965.08
V DEBT SERVICE				
ARBOR/TUMMONDS RESERVE SAVINGS	0.00	0.00	0.00	0.00
LIN/SWA/CO RESERVE SAVINGS	9,360.14	0.81	0.00	9,360.95
	14,108.44	1.22	0.00	14,109.66
TOTAL	23,468.60	2.03	0.00	23,470.63
TOTAL ALL FUNDS	6,775,855.69	1,638,380.87	1,283,379.80	6,930,856.76

Discussion ensued regarding Supervisor’s Report and its components. Councilman Johnson thanked Deputy Town Clerk Jenna Camacho and Town Comptroller Christine Stanford for their dedication and attention to detail to the Town’s vouchers with an improved and streamlined processing system.

Roll call vote: Councilwoman Linson Aye
 Councilman Kelly Aye
 Councilman Harden Aye
 Councilman Johnson Aye
 Supervisor Donalty Absent

Motion carried.

TOWN CLERK’S REPORT

The Town Clerk’s Report for the **month of June 2022** was submitted to the Town Board.

Motion by Councilman Johnson to accept the **Town Clerk’s Report for the month of June 2022**.
 Seconded by Councilman Kelly.

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK JUNE, 2022

TO THE SUPERVISOR: 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	14.47
	2	MARRIAGE LICENSES NO. 22015 TO 22016	35.00
	1	MISCELLANEOUS	25.00
	3	B/D/M RECORDS SEARCH	80.00
		TOTAL TOWN CLERK FEES	154.47
A1550			
	1	DOG PICK UP	50.74
		TOTAL A1550	50.74
A2001			
	7	RECREATION	3,593.75
		TOTAL A2001	3,593.75
A2115			
	4	PB REVIEW FEES/OTHER	3,250.00
		TOTAL A2115	3,250.00
A2540			
	1	BINGO LICENSES	7.50
		TOTAL A2540	7.50
A2544			
	102	DOG LICENSES	1,062.00
		TOTAL A2544	1,062.00
A2555			
	29	BUILDING PERMITS	2,757.00
		TOTAL A2555	2,757.00
A2770B			
	7	OTHER INCOME BUILDING	249.00
		TOTAL A2770B	249.00
A2770S			
	2	SEPTIC INSP (NEW CONSTR)	150.00
		TOTAL A2770S	150.00
CM2089			
	13	PARK EXPENDABLE TRUST	4,590.00
		TOTAL CM2089	4,590.00
SS2122			
	3	SEWER APPLICATION WALWOR	2,550.00
	1	SEWER APPLICATION MACEDN	850.00
		TOTAL SS2122	3,400.00

TOWN CLERK'S MONTHLY REPORT

JUNE, 2022

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TA301			
	16	ESCROW - BLDG PERMITS	4,300.00
		TOTAL TA301	4,300.00


TOWN CLERK'S MONTHLY REPORT

JUNE, 2022

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DISBURSEMENTS	
PAID TO SUPERVISOR FOR GENERAL FUND	11,259.99 ✓
DECALS SEPARATE MONTHLY REPORT	14.47 ✓
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	4,300.00 ✓
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	4,599.00 ✓
PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	3,400.00 ✓
DECALS SEPARATE MONTHLY REPORT- EFT	675.53
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	163.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	45.00
PAID TO STATE COMPTROLLER FOR BIRTH LICENSES	11.85
TOTAL DISBURSEMENTS	24,459.24

JULY 1, 2022

 , SUPERVISOR
Michael Donalty

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

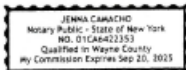
I, Aimee Phillips, being duly sworn, says that I am the Clerk of the TOWN OF WALWORTH that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this

1st day of July 2022

Notary Public


Town Clerk



Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Motion carried.

TOWN CLERK – No report.

HIGHWAY SUPERINTENDENT – No report.

COUNCILWOMAN LINSON – No report.

Councilwoman Linson reported that the Library expansion project is progressing and a new exterior door should be installed soon. Also, she shared that the planning for the Bicentennial celebration planning is continuing.

COUNCILMAN HARDEN – No report.

COUNCILMAN JOHNSON

Councilman Johnson stated that the Office of Cannabis Management is accepting applications for vendors and dispensaries, and that the topic will be discussed in more detail at the special meeting of the Town Board on July 28, 2022 at 3:00 PM.

COUNCILMAN KELLY – No report.

SUPERVISOR DONALTY – No report.

RESOLUTIONS:

RESOLUTION 113-22: BUDGET MODIFICATIONS

Councilman Johnson offered the Resolution and moved its adoption. Seconded by Councilman Kelly to wit:

Budget Modifications for July 21, 2022 Board Meeting

GENERAL

Appropriate additional Fund Balance and increase A5010.21 (Transportation – Equipment) by \$11,218.20 to LaBella engineering bills related to the Highway Sprinkler System project.

Transfer an additional \$1,000 from A1990.41 (Contingent Account) to A3310.41 to cover the full cost of the new traffic signal approved in March.

Transfer \$16.44 from A1410.41 (Town clerk – Conf & Training) to A1410.48 (Town Clerk – Contractual Postage) to cover Abstract #7 claims.

Transfer \$135.00 from A1110.46 (Justices – Security) to A1110.41 (Justices – Office expense /Maintenance) to cover YTD bills plus Abstract #7 claims.

Transfer \$8.54 from A1110.44 (Justices – Contractual Law Library) to A1110.42 (Justices – Training) to cover Abstract #7 claims.

Transfer \$258.95 from A1990.41 (Contingent Account) to A1110.43 (Justices – Litigation) to cover the Forbes Court Reporting Claim from Abstract #2.

Transfer \$20.00 from A7310.46 (Recreation – Uniforms) to a7310.44 (Recreation – Training/Dues) to cover Abstract #7 claims.

Adopted this 21st day of July, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Resolution carried.

RESOLUTION 114-22: ABSTRACT 7, APPROVAL

Councilman Kelly offered the Resolution and moved its adoption. Seconded by Councilman Johnson to wit:

TOWN OF WALWORTH				
Abstract # 007				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	16,671.33	123,800.91	140,472.24
CM1-	PARK SPECIAL REVENUE FUND		288.83	288.83
DA	HIGHWAY FUND	10,350.65	50,518.05	60,868.70
SD1-	WALWORTH CONSOLIDATED DRAINAGE		1,080.00	1,080.00
SL1-	WALWORTH LIGHT DISTRICT		312.78	312.78
SL2-	HARVEST HILL LIGHT DISTRICT		586.93	586.93
SL3-	GANANDA LIGHT DISTRICT		1,207.80	1,207.80
SL4-	BROOKSIDE LIGHT DISTRICT		12.91	12.91
SL5-	ORCHARD VIEW LIGHT DISTRICT		137.00	137.00
SS	WALWORTH SEWER DISTRICT #1	4,297.86	34,700.62	38,998.48
TA	TRUST & AGENCY	46,680.97		46,680.97
TC	CUSTODIAL TRUST	1,400.00	11,400.93	12,800.93
Total:		79,400.81	224,046.76	303,447.57

Voucher Numbers 959-1121, 54-63, 84-94

Abstract of audited vouchers is on file in the Town Clerk’s office.

Adopted this 21st day of July, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Resolution carried.

RESOLUTION 115-22: ACKNOWLEDGING THE APPOINTMENT OF SCHOOL DISTRICT OFFICERS BY THE WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION FOR THE 2022-2023 SCHOOL YEAR

Councilman Kelly offered the following Resolution and moved its adoption. Seconded by Councilman Johnson to wit:

WHEREAS, the Town of Walworth acknowledges §37 of Town Law, collection of school taxes in first class towns is the duty of the Town Receiver of Taxes and Assessments unless it is conveyed by Town Board Resolution to the Tax Collector appointed by the Board of Education; and

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Walworth designates Mrs. Debra DeMinck as School Tax Collector the portion of Walworth within the Wayne Central School District for 2022-2023.

Adopted this 21st day of July, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Resolution carried.

RESOLUTION 116-22: TO AUTHORIZE SEARCH FOR CHIEF WASTEWATER TREATMENT PLANT OPERATOR AND LABORER FOR THE SEWER DEPARTMENT

Councilman Johnson offered the following Resolution and moved its adoption. Seconded by Councilman Kelly to wit:

WHEREAS, the Town of Walworth Sewer Department Superintendent recently retired and the Sewer Department currently has a shortage of personnel due to a staff member transitioning to the Building Department; and

WHEREAS, additional personnel are needed to complete the roles necessary to run the Wastewater Treatment Plant in the capacity of Chief Wastewater Treatment Plant Operator or Laborer;

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Walworth authorizes the search for a Chief Wastewater Treatment Plant Operator and Laborer.

Adopted this 21st day of July, 2022 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Resolution carried.

RESOLUTION 117-22: TO ENGAGE THE SERVICES OF LABELLA ASSOCIATES UNDER THE CURRENT PROFESSIONAL SERVICES AGREEMENT TO CONDUCT A WASTEWATER TREATMENT FACILITY EVALUATION

Councilman Kelly offered the following Resolution and moved its adoption. Seconded by Councilman Johnson to wit:

WHEREAS, the Town of Walworth currently holds a Professional Services Agreement with LaBella Associates; and

WHEREAS, the Town of Walworth Wastewater Treatment Plant desires a facility improvements evaluation to be conducted;

BE IT FURTHER, RESOLVED, that, the Walworth Town Board hereby approves the LaBella Associates to conduct the evaluation of the wastewater treatment plant.

Adopted this 21st day of July, 2022 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Resolution carried.

COMMUNICATION:

- **Walworth Wastewater Treatment Plant Monthly Report**, dated June 9, 2022

Deputy Supervisor Linson reviewed the following Town Board meeting dates:

TOWN BOARD MEETINGS:

DATE	TIME	MEETING TYPE
AUGUST 4, 2022	6:30 PM	REGULAR
AUGUST 18, 2022	6:30 PM	REGULAR
SEPTEMBER 1, 2022	6:30 PM	REGULAR

Deputy Supervisor Linson stated that there was a special Town Board meeting/work session scheduled for July 28, 2022 at 3:00 PM to discuss zoning of cannabis dispensaries and other potential zoning issues.

NEW AND OTHER BUSINESS:

- **Discussion on next steps for cannabis dispensary regulation** – Discussed as part of Councilman Johnson’s report.

- **Update on revised Town Code and plan for completion** – No update.

PUBLIC PARTICIPATION:

No members of the public wished to address the Town Board.

ADJOURNMENT:

Motion by Councilman Kelly to adjourn. Seconded by Councilman Johnson.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Absent

Motion carried.

Time: 6:46 PM

Respectfully Submitted,
Aimée Phillips-Lomb
Town Clerk