



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

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TOWN BOARD REGULAR MEETING – AGENDA

OCTOBER 20, 2022 6:30 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

MINUTES: **October 6, 2022** **Regular Meeting**

PUBLIC HEARINGS:

6:35 PM – West Walworth Fire Department 2023 Contract

6:37 PM – Lincoln Fire Department 2023 Contract

6:39 PM – Western Wayne Ambulance 2023 Contract

**6:41 PM – Local Law No. 7 of 2022, A Local Law To Override The Tax Levy Limit Established In
General Municipal Law**

**6:43 PM – Local Law No. 6 of 2022 – To Amend The Walworth Town Code To Increase Income
Limits Relative To The Senior Citizen Tax Exemption**

PRESENTATIONS: **Walworth-Seely Public Library Board of Trustees**
 Christine Stanford, Town Comptroller

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS)

Monthly Report of the Supervisor, September 2022

Monthly Report of the Town Clerk, September 2022

RESOLUTIONS:

Resolution -22: Budget Amendments

Resolution -22: Abstract 10, Approval

(Updated 10/19/2022)

- Resolution -22:** Completion of SEQR and approval of Local Law No. 4 of 2022 To Update, Revise and Recodify The Walworth Town Code (Tabled at 10/6/2022 Meeting)
- Resolution -22:** To approve Local Law to Amend The Walworth Town Code To Increase The Income Limits Relative To The Senior Citizen Tax Exemption
- Resolution -22:** Adoption of Proposed Local Law No. 7 of 2022 A Local Law To Override The Tax Levy Limit Established In General Municipal Law
- Resolution -22:** Adoption of the Tentative Budget as the 2023 Preliminary Budget
- Resolution -22:** Authorize Public Hearing for 2023 Preliminary Budget
- Resolution -22:** To authorize the Town Comptroller to issue a refund in the amount of \$2700.00 to Jason Calder for an unused Topsoil Removal permit
- Resolution -22:** Authorization to create the position of Motor Equipment Operator within the Sewer Department and to advertise to fill the position
- Resolution -22:** Authorize Town Supervisor to execute Agreement To Exempt Referral Of Certain Local Applications

COMMUNICATION:

- **E-mail from Evelyn Seaman, dated October 11, 2022**
- **Letter from LaBella Associates regarding 2023 Hourly Rates, dated October 8, 2022**
- **Assessment Monthly Sales Report for September 2022**
- **Town of Walworth Wastewater Treatment Plant Monthly Report, dated October 14, 2022**
- **Letter from Town Justice Hon. Daniel Majchrzak, Jr., dated October 18, 2022**

NEW AND OTHER BUSINESS

- Discussion on next steps to take to regulate Cannabis dispensaries

PUBLIC PARTICIPATION

EXECUTIVE SESSION

ADJOURNMENT

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

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 September, 2022:

DATED: October 11, 2022



SUPERVISOR

| | Balance 08/31/2022 | Increases | Decreases | Balance 09/30/2022 |
|---------------------------------------|-----------------------|------------|------------|-----------------------|
| A GENERAL FUND | | | | |
| CASH - CLEARING ACCOUNT | 120,000.00 | 201,096.78 | 199,049.68 | 122,047.10 |
| CASH IN SAVINGS | 333,183.30 | 456,178.28 | 183,570.94 | 605,790.64 |
| MONEY MARKET ACCT | 672,298.18 | 60.44 | 0.00 | 672,358.62 |
| ARPA FUNDS | 201,491.20 | 1.48 | 51,257.05 | 150,235.63 |
| CERTIFICATE OF DEPOSITS | 738,301.00 | 0.00 | 0.00 | 738,301.00 |
| PETTY CASH | 820.00 | 0.00 | 0.00 | 820.00 |
| HIGHWAY BUILDING REPAIR/ALTERA | 45.23 | 0.00 | 0.00 | 45.23 |
| BLDG EQUIPMENT/SOFTWARE | 2,048.68 | 0.18 | 0.00 | 2,048.86 |
| TOWN CLERK EQUIPMENT RESERVE | 3,133.40 | 0.28 | 0.00 | 3,133.68 |
| COMPUTER EQ RESERVE SAVINGS | 66,579.31 | 5.99 | 0.00 | 66,585.30 |
| TOWN HALL CAPITAL RESERVE | 245,588.12 | 22.08 | 0.00 | 245,610.20 |
| DOG ENUMERATION RESERVE FUND | 3,420.16 | 0.31 | 0.00 | 3,420.47 |
| EMPLOYEE BENEFIT RESERVE | 1,980.60 | 0.18 | 0.00 | 1,980.78 |
| PARK EQ RESERVE SAVINGS | 95,645.04 | 8.60 | 0.00 | 95,653.64 |
| RETIREMENT CONTRIBUTION RESERV | 10,119.97 | 0.91 | 0.00 | 10,120.88 |
| HAMLET SIDEWALK RESERVE FUND | 27,816.86 | 2.50 | 0.00 | 27,819.36 |
| RESERVE FOR RECORDS MANAGEMENT | 60,874.43 | 5.47 | 0.00 | 60,879.90 |
| TOTAL | 2,583,345.48 | 657,383.48 | 433,877.67 | 2,806,851.29 |
| CM1- PARK SPECIAL REVENUE FUND | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 1,621.39 | 1,621.39 | 0.00 |
| CASH - SAVINGS | 118,337.43 | 575.00 | 1,621.39 | 117,291.04 |
| TOTAL | 118,337.43 | 2,196.39 | 3,242.78 | 117,291.04 |
| CM2- PARK GROWTH | | | | |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| CM6- CEMETERIES | | | | |
| CASH - SAVINGS | 18,115.20 | 0.00 | 0.00 | 18,115.20 |
| TOTAL | 18,115.20 | 0.00 | 0.00 | 18,115.20 |
| DA HIGHWAY FUND | | | | |
| CASH - CLEARING ACCOUNT | 120,000.00 | 132,372.26 | 132,372.26 | 120,000.00 |
| CASH IN SAVINGS | 884,891.36 | 28,134.97 | 142,698.43 | 770,327.90 |
| MONEY MARKET ACCT | 543,169.44 | 48.83 | 0.00 | 543,218.27 |
| EMPLOYEES BENEFITS RESERVE | 6,583.81 | 0.59 | 0.00 | 6,584.40 |
| MACHINERY RESERVE SAVINGS | 181,048.63 | 16.28 | 0.00 | 181,064.91 |

MONTHLY REPORT OF SUPERVISOR

| | Balance 08/31/2022 | Increases | Decreases | Balance 09/30/2022 |
|---|-----------------------|------------|------------|-----------------------|
| RETIREMENT CONTRIBUTION RESERV | 10,119.97 | 0.91 | 0.00 | 10,120.88 |
| TOTAL | 1,745,813.21 | 160,573.84 | 275,070.69 | 1,631,316.36 |
| HA HIGHWAY EQUIPMENT | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| HB DEWBERRY PUMP STATION UPGRADE | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 227,629.55 | 20.46 | 0.00 | 227,650.01 |
| TOTAL | 227,629.55 | 20.46 | 0.00 | 227,650.01 |
| HC NEW PAVILION IN GINEGAW PARK | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| L LIBRARY FUND | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| MS SELF INSURANCE FUND | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 2,639.90 | 0.24 | 0.00 | 2,640.14 |
| TOTAL | 2,639.90 | 0.24 | 0.00 | 2,640.14 |
| SD1- WALWORTH CONSOLIDATED | | | | |
| CLEARING ACCOUNT | 0.00 | 3,028.49 | 3,028.49 | 0.00 |
| CASH IN SAVINGS | 175,494.92 | 0.00 | 3,694.09 | 171,800.83 |
| TOTAL | 175,494.92 | 3,028.49 | 6,722.58 | 171,800.83 |
| SD2- CRYSTAL CREEK DRAINAGE | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 2,319.73 | 0.00 | 0.00 | 2,319.73 |
| CRYSTAL CREEK DRAINAGE RES SAV | 6,722.30 | 0.60 | 0.00 | 6,722.90 |
| TOTAL | 9,042.03 | 0.60 | 0.00 | 9,042.63 |
| SF1- WALWORTH FIRE DISTRICT | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| SF2- WEST WALWORTH FIRE PROTECTION | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 181,138.74 | 0.17 | 179,196.00 | 1,942.91 |
| TOTAL | 181,138.74 | 0.17 | 179,196.00 | 1,942.91 |

MONTHLY REPORT OF SUPERVISOR

| | Balance 08/31/2022 | Increases | Decreases | Balance 09/30/2022 |
|---|-----------------------|-----------|------------|-----------------------|
| SF3- LINCOLN FIRE PROTECTION | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 174,562.15 | 1.02 | 163,222.00 | 11,341.17 |
| TOTAL | 174,562.15 | 1.02 | 163,222.00 | 11,341.17 |
| SL1- WALWORTH LIGHT DISTRICT | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 662.67 | 662.67 | 0.00 |
| CASH IN SAVINGS | 26,883.97 | 0.00 | 662.67 | 26,221.30 |
| TOTAL | 26,883.97 | 662.67 | 1,325.34 | 26,221.30 |
| SL2- HARVEST HILL LIGHT DISTRICT | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 1,210.22 | 1,210.22 | 0.00 |
| CASH IN SAVINGS | 8,303.74 | 0.00 | 1,210.22 | 7,093.52 |
| TOTAL | 8,303.74 | 1,210.22 | 2,420.44 | 7,093.52 |
| SL3- GANANDA LIGHT DISTRICT | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 1,210.89 | 1,210.89 | 0.00 |
| CASH IN SAVINGS | 21,665.81 | 0.00 | 1,210.89 | 20,454.92 |
| TOTAL | 21,665.81 | 1,210.89 | 2,421.78 | 20,454.92 |
| SL4- BROOKSIDE LIGHT DISTRICT | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 28.22 | 28.22 | 0.00 |
| CASH IN SAVINGS | 446.50 | 0.00 | 28.22 | 418.28 |
| BROOKSIDE REPAIR RESERVE | 4,718.72 | 0.42 | 0.00 | 4,719.14 |
| TOTAL | 5,165.22 | 28.64 | 56.44 | 5,137.42 |
| SL5- ORCHARD VIEW LIGHT DISTRICT | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 305.35 | 305.35 | 0.00 |
| CASH - SAVINGS | 6,248.84 | 0.00 | 305.35 | 5,943.49 |
| TOTAL | 6,248.84 | 305.35 | 610.70 | 5,943.49 |
| SL6- LEHRWOOD LIGHTING DISTRICT | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH - SAVINGS | 500.00 | 0.00 | 0.00 | 500.00 |
| TOTAL | 500.00 | 0.00 | 0.00 | 500.00 |
| SM GANANDA SIDEWALK DISTRICT | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| CASH IN SAVINGS | 43,639.72 | 0.00 | 0.00 | 43,639.72 |
| TOTAL | 43,639.72 | 0.00 | 0.00 | 43,639.72 |
| SM1- LEHRWOOD SIDEWALK DISTRICT | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 |
| SP JOHN'S PARK DISTRICT | | | | |

MONTHLY REPORT OF SUPERVISOR

| | Balance 08/31/2022 | Increases | Decreases | Balance 09/30/2022 |
|---|-----------------------|---------------------|---------------------|-----------------------|
| CASH - SAVINGS | 0.00 3,184.29 | 0.00 0.00 | 0.00 0.00 | 0.00 3,184.29 |
| TOTAL | 3,184.29 | 0.00 | 0.00 | 3,184.29 |
| SS WALWORTH SEWER DISTRICT #1 | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 77,370.14 | 77,370.14 | 0.00 |
| CASH IN SAVINGS | 397,418.05 | 14,850.71 | 93,711.33 | 318,557.43 |
| MONEY MARKET | 138,755.86 | 14,257.13 | 0.00 | 153,012.99 |
| PETTY CASH | 100.00 | 0.00 | 0.00 | 100.00 |
| SEWER DIST BUILDING RESERVE | 202,960.19 | 18.25 | 0.00 | 202,978.44 |
| SEWER EQ RESERVE SAVINGS | 128,649.68 | 11.57 | 0.00 | 128,661.25 |
| SEWER CAPITAL RESERVE | 301,593.19 | 27.11 | 0.00 | 301,620.30 |
| TOTAL | 1,169,476.97 | 106,534.91 | 171,081.47 | 1,104,930.41 |
| SW1- WALWORTH WATER DISTRICT #1 | | | | |
| CASH IN SAVINGS | 0.00 38,460.53 | 0.00 0.00 | 0.00 0.00 | 0.00 38,460.53 |
| SPECIAL RESERVE, WATER STORAGE | 2,321.48 | 0.21 | 0.00 | 2,321.69 |
| TOTAL | 40,782.01 | 0.21 | 0.00 | 40,782.22 |
| SW19- WATER EXT #19 LIN/SWA/CO | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 2,700.00 | 2,700.00 | 0.00 |
| CASH IN SAVINGS | 4,792.43 | 0.00 | 2,700.00 | 2,092.43 |
| TOTAL | 4,792.43 | 2,700.00 | 5,400.00 | 2,092.43 |
| SW20- WATER EXT #20 ARBOR/TUMMONDS | | | | |
| CASH - CLEARING ACCOUNT | 0.00 | 675.00 | 675.00 | 0.00 |
| CASH IN SAVINGS | 1,475.16 | 0.00 | 675.00 | 800.16 |
| TOTAL | 1,475.16 | 675.00 | 1,350.00 | 800.16 |
| TA TRUST & AGENCY | | | | |
| CASH | 82,788.42 | 161,844.86 | 167,462.82 | 77,170.46 |
| TOTAL | 82,788.42 | 161,844.86 | 167,462.82 | 77,170.46 |
| TC CUSTODIAL TRUST | | | | |
| CASH - CHECKING | 131,164.15 | 1,400.00 | 15,541.45 | 117,022.70 |
| TOTAL | 131,164.15 | 1,400.00 | 15,541.45 | 117,022.70 |
| V DEBT SERVICE | | | | |
| ARBOR/TUMMONDS RESERVE SAVINGS | 0.00 7,563.08 | 0.00 0.68 | 0.00 0.00 | 0.00 7,563.76 |
| LIN/SWAD RESERVE SAVINGS | 11,812.92 | 1.06 | 0.00 | 11,813.98 |
| TOTAL | 19,376.00 | 1.74 | 0.00 | 19,377.74 |
| TOTAL ALL FUNDS | 6,801,565.34 | 1,099,779.18 | 1,429,002.16 | 6,472,342.36 |

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK

SEPTEMBER, 2022

TO THE SUPERVISOR:

COPY

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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 | <u>1</u> | DECALS | <u>244.38</u> |
| | <u>6</u> | MARRIAGE LICENSES NO. 22028 TO 22033 | <u>105.00</u> |
| | <u>1</u> | MISCELLANEOUS | <u>125.00</u> |
| | <u>5</u> | B/D/M RECORDS SEARCH | <u>210.00</u> |
| | | TOTAL TOWN CLERK FEES | 684.38 |
| A1689 | <u>1</u> | PERC/NEW/SEPTIC REPAIR | <u>100.00</u> |
| | | TOTAL A1689 | 100.00 |
| A2001 | <u>11</u> | RECREATION | <u>2,627.00</u> |
| | | TOTAL A2001 | 2,627.00 |
| A2110 | <u>3</u> | ZONING BOARD REVIEW | <u>150.00</u> |
| | | TOTAL A2110 | 150.00 |
| A2544 | <u>65</u> | DOG LICENSES | <u>613.00</u> |
| | | TOTAL A2544 | 613.00 |
| A2555 | <u>17</u> | BUILDING PERMITS | <u>1,435.10</u> |
| | | TOTAL A2555 | 1,435.10 |
| A2770B | <u>3</u> | OTHER INCOME BUILDING | <u>120.00</u> |
| | | TOTAL A2770B | 120.00 |
| CM2025 | <u>5</u> | FACILITY RENTALS | <u>845.00</u> |
| | | TOTAL CM2025 | 845.00 |
| CM2089 | <u>3</u> | PARK EXPENDABLE TRUST | <u>1,950.00</u> |
| | | TOTAL CM2089 | 1,950.00 |
| SS2122 | <u>2</u> | SEWER APPLICATION WALWOR | <u>1,700.00</u> |
| | | TOTAL SS2122 | 1,700.00 |
| TA30I | <u>7</u> | ESCROW - BLDG PERMITS | <u>2,000.00</u> |
| | | TOTAL TA30I | 2,000.00 |

TOWN CLERK'S MONTHLY REPORT

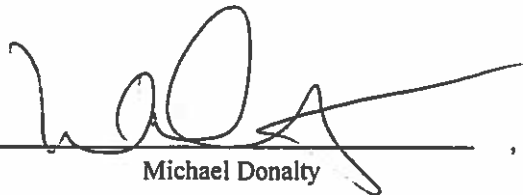
SEPTEMBER, 2022

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DISBURSEMENTS

| | |
|---|------------------|
| PAID TO SUPERVISOR FOR GENERAL FUND | 5,485.10 ✓ |
| DECALS SEPARATE MONTHLY REPORT | 244.38 ✓ |
| PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS | 2,000.00 ✓ |
| PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE | 2,795.00 ✓ |
| PAID TO SUPERVISOR FOR SEWER APPLICATION FEES | 1,700.00 ✓ |
| DECALS SEPARATE MONTHLY REPORT- EFT | 4,374.62 |
| PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM | 73.00 |
| PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES | 135.00 |
| TOTAL DISBURSEMENTS | 16,807.10 |

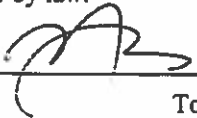
OCTOBER 3, 2022


 _____, 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

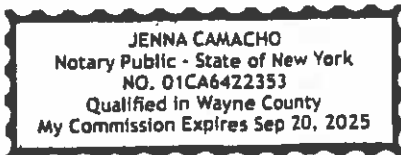


 Town Clerk

5th day of October 2022



 Notary Public



RESOLUTION -22: BUDGET MODIFICATIONS

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

Budget Modifications for September 15, 2022 Board Meeting

GENERAL FUND

Transfer \$260.61 FROM A3620.41 (Safety Inspection – Training & Dues) TO A3620.42 (Safety Insp – Maint/Fuel) to cover Abstract 10 claims.

Transfer \$250.00 FROM A5132.47 (Hwy Garage Boot Allowance) TO A5132.46 (Hwy Garage – Safety Training) to cover Abstract 10 claims.

Transfer \$1,000. FROM A5132.44 (Hwy Garage – Maintenance) TO A3310.22 (Highway Signs) to cover Abstract 10 claims.

Transfer \$216.13 FROM A5010.42(Superintendent of Hwy – Office) TO A5010.41 (Superintendent of Hwy) to cover Abstract 10 claims.

Transfer \$1,803.00 FROM A1410.43 (Codification) TO A1410.45 (Town Clerk – Software) to cover Abstract 10 claims.

Transfer \$1.40 FROM A1410.43 (Codification) TO A1410.48 (Town Clerk – Postage) to cover Abstract 10 claims.

Transfer \$1,118.74 FROM A1990.41 (Contingent Account) TO A8989.43 (Celebrations) to cover Abstract 10 claims.

HIGHWAY FUND

Transfer \$4,583.07 FROM DA5148.41(Fuel – Other Govmts) TO DA5110.44 (General Repairs – Fuel) to cover Abstract 10 claims.

SEWER FUND

Transfer \$4,383.03 FROM SS8130.410 (Odor Control) TO SS 8130.405 (Sewage Treatment – Fuel) to cover Abstract 10 claims

Transfer \$2,255.60 FROM SS8130.22 (Manhole Repairs) TO SS8130.406 (Chemicals) to cover Abstract 10 claims.

PARK SPECIAL REVENUE FUND

APPROPRIATE FUND BALANCE (CM1-511) OF \$1590.00 and INCREASE CM1-7110.41 (Parks – Utilities)
to cover Abstract 10 Claims and projected utilities through December 21, 2022.

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: ABSTRACT 10, APPROVAL

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

TOWN OF WALWORTH

**Abstract # 010
Summary by Fund**

10.13.22
13.13.22

| Code | Fund | Prepays | Unpays | Totals |
|---------------|--------------------------------|-------------------|-------------------|-------------------|
| A | GENERAL FUND | 88,720.23 | 75,444.65 | 164,164.88 |
| CM1- | PARK SPECIAL REVENUE FUND | 26.34 | 16,582.24 | 16,608.58 |
| DA | HIGHWAY FUND | 19,244.74 | 242,708.62 | 261,953.36 |
| SD1- | WALWORTH CONSOLIDATED DRAINAGE | | 556.00 | 556.00 |
| SL1- | WALWORTH LIGHT DISTRICT | 345.11 | 373.83 | 718.94 |
| SL2- | HARVEST HILL LIGHT DISTRICT | 618.23 | 646.91 | 1,265.14 |
| SL3- | GANANDA LIGHT DISTRICT | 1,210.89 | 1,203.69 | 2,414.58 |
| SL4- | BROOKSIDE LIGHT DISTRICT | 15.09 | 17.09 | 32.18 |
| SL5- | ORCHARD VIEW LIGHT DISTRICT | 164.09 | 188.65 | 352.74 |
| SS | WALWORTH SEWER DISTRICT #1 | 9,978.07 | 40,648.97 | 50,627.04 |
| SW19 | WATER EXT #19 LIN/SWA CO | 2,700.00 | | 2,700.00 |
| SW20 | WATER EXT #20 ARBOR/TUMMONDS | 675.00 | | 675.00 |
| TA | TRUST & AGENCY | 50,851.23 | | 50,851.23 |
| TC | CUSTODIAL TRUST | 2,800.00 | 20,702.78 | 23,502.78 |
| Total: | | 177,349.02 | 399,073.43 | 576,422.45 |

Voucher Numbers 1406-1601, 80-89, 105-115

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

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: COMPLETION OF SEQR AND APPROVAL OF LOCAL LAW NO. 4 OF 2022 TO UPDATE, REVISE AND RECODIFY THE WALWORTH TOWN CODE

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

WHEREAS, a public hearing was duly advertised, and held on September 15, 2022 on the proposed Local Law No. 4 of 2022 to Update, Revise and Recodify the Walworth Town Code; and

WHEREAS, the Walworth Town Board has referred the Local Law to the County of Wayne Planning Board and has reviewed and considered any comments received in response thereto; and

WHEREAS, the Walworth Town Board has duly considered this action in accordance with the State Environmental Quality Review Act (“SEQR”); now, therefore, be it

RESOLVED, that, in accordance with SEQR, the Town Board has completed its review of parts 1 and 2 of EAF related to this action and hereby approves the parts 1 and 2 of the EAF; and be it further

RESOLVED, that in accordance with Parts 1 and 2 of the subject EAF, the Town of Walworth hereby finds that adoption of this Local Law to recodify the Code of the Town of Walworth will have no significant adverse environmental impacts; and be it further

RESOLVED, that the Town Board hereby approves Part 3 of the EAF, issuing a Negative Declaration, and further directs that a copy of the Negative Declaration be properly filed; and be it further

RESOLVED, that the Walworth Town Board, after due deliberation, finds it in the best interest of the Town to adopt said Local Law; and be it further

RESOLVED, by the Walworth Town Board, that said Local Law No. 4 of 2022 to Update, Revise and Recodify the Walworth Town Code is hereby approved and adopted, said Local Law being attached hereto 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.

Adopted this 6th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION -22: TO APPROVE LOCAL LAW TO AMEND THE
WALWORTH TOWN CODE TO INCREASE THE INCOME LIMITS
RELATIVE TO THE SENIOR CITIZEN TAX EXEMPTION**

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

WHEREAS, a public hearing was duly called for, and held on October 20, 2022, relative to a proposed local law to “Amend the Walworth Town Code to Increase the Income Limits Relative to the Senior Citizen Tax Exemption,” and all interested parties were permitted an opportunity to speak thereon; and

WHEREAS, the Town Board of the Town of Walworth, after due deliberation, finds it in the best interest of the Town to adopt said local law for the reasons set forth therein, and finds that the Walworth Town Code should thus be amended as set forth herein; now, therefore be it

RESOLVED, that the Town Board hereby adopts said Local Law to “Amend the Walworth Town Code to Increase the Income Limits Relative to the Senior Citizen Tax Exemption,” 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 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.

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: ADOPTION OF PROPOSED LL NO. 7 OF 2022 A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW

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

The following was submitted:

WHEREAS, a Public Hearing was held on October 20, 2022 at a meeting of the Town Board,

Proposed Local Override Law

Proposed Local Law No. 7 of the year 2022
Town of Walworth, County of Wayne

A local law to override the tax levy limit established in General Municipal Law § 3-c

Section 1. Legislative Intent

It is the intent of this local law to override the limit on the amount of real property taxes that may be levied by the Town of Walworth, County of Wayne pursuant to General Municipal Law § 3-c, and to allow the Town of Walworth, County of Wayne to adopt a town budget for (a) town purposes (b) fire protection districts and (c) any other special or improvement district governed by the town board for the fiscal year 2023 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law § 3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law § 3-c, which expressly authorizes the town board to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the town board.

Section 3. Tax Levy Limit Override

The Town Board of the Town of Walworth, County of Wayne is hereby authorized to adopt a budget for the fiscal year 2023 that requires a real property tax levy in excess of the limit specified in General Municipal Law, §3-c.

Section 4. Severability.

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date.

This local Law shall take effect immediately upon filing with the Secretary of State.

Adopted this 20th day of October, 2022 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: ADOPTION OF THE TENTATIVE BUDGET AS THE 2023 PRELIMINARY BUDGET

Council offered Resolution -22 and moved its adoption. Seconded by Council to wit:

WHEREAS the Town of Walworth adopts a budget annually for the general operation of the departments of the Town; and

WHEREAS workshops have been held for the review of the Tentative Budget document;

WHEREAS the Tentative Budget was submitted to the Town Clerk on September 29, 2022;

BE IT RESOLVED that the Walworth Town Board adopts the Tentative Budget as the Preliminary Budget for the 2023 fiscal year with amendments as presented.

Adopted this 20th day of October 2022, at a meeting of the Town Board.

Roll call vote: Councilwoman Linson
Councilman Kelly
Councilman Harden
Councilman Johnson
Supervisor Donalby

Resolution carried.

RESOLUTION -22: AUTHORIZE PUBLIC HEARING FOR 2023 PRELIMINARY BUDGET

Council offered Resolution -22 and moved its adoption. Seconded by Council to wit:

WHEREAS, the Town Board desires to schedule a Public Hearing on **Thursday, November 3, 2022 at 6:35 PM** for the purpose of hearing comments regarding the 2023 Preliminary Budget; and

WHEREAS, the Town Board directs the Town Clerk to publish the notice stating compensation proposed to be paid to each Elected Official (Town Law§108), effective January 1, 2023; and

BE IT RESOLVED, that the Town Board will hold a Public Hearing on said 2023 Preliminary Budget at the Walworth Town Hall, 3600 Lorraine Drive, in the Town of Walworth, New York at **6:35 PM on Thursday, November 3, 2022;**

BE IT FURTHER RESOLVED, that the Town Clerk publish or cause to be published a public notice in the official newspaper of the Town of said public hearing at least five (5) days prior thereto.

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: TO AUTHORIZE THE TOWN COMPTROLLER TO ISSUE A REFUND IN THE AMOUNT OF \$2700.00 TO JASON CALDER FOR AN UNUSED TOPSOIL REMOVAL PERMIT

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

The following was submitted:

WHEREAS, a Topsoil Removal Permit was issued on 05/23/2022 by the Building Department to Jason Calder upon receipt of \$2700 for the property located at 3816 West Walworth Road in the Town of Walworth; and

WHEREAS, Mr. Calder has informed the Building Inspector that he is no longer moving forward with the proposed project, has not removed any topsoil, and therefore has no further use for the permit; and

WHEREAS, Mr. Calder has requested in writing to the Building Inspector that the \$2700 deposit for the permit be refunded to him by the Town;

BE IT RESOLVED, that the Town Comptroller is hereby authorized and directed to issue the \$2700 refund to Jason Calder.

Adopted this 20th day of October, 2022 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: AUTHORIZATION TO CREATE THE POSITION OF MOTOR EQUIPMENT OPERATOR WITHIN THE SEWER DEPARTMENT AND TO ADVERTISE TO FILL THE POSITION

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

WHEREAS, the Board previously authorized the search for two Wastewater Treatment Plant Operators, but have only been able to successfully fill one of the vacant positions; and

WHEREAS, the Sewer Superintendent has determined that the Sewer Department would benefit more from a qualified Motor Equipment Operator, due to specific licensing requirements for the position; and

WHEREAS, the entry-level hourly rate for Motor Equipment Operator is slightly less than that for Wastewater Treatment Plant Operator, thus having no negative effect on the Department's operating budget;

NOW, THEREFORE BE IT RESOLVED that the Town Board hereby authorizes the creation of the position of Motor Equipment Operator within the Sewer Department and further authorizes the Town Clerk to advertise for applications for the position.

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION -22: AUTHORIZE TOWN SUPERVISOR TO EXECUTE AGREEMENT TO EXEMPT REFERRAL OF CERTAIN LOCAL APPLICATIONS

Council offered Resolution -22 and moved its adoption. Seconded by Council to wit:

The following was submitted:

AGREEMENT TO EXEMPT REFERRAL OF CERTAIN LOCAL APPLICATIONS

I. Authority

In accordance with Sections 239-m and 239-n of Article 12-B of the General Municipal Law of the State of New York, as amended by the Laws of 1991, Wayne County is authorized to enter into agreements with each municipality in Wayne County to exempt the County Planning Board referral and review of certain local zoning, subdivision, and special permit actions otherwise required by Section 239m and n of NYS General Municipal Law.

II. Purpose

The purpose of this agreement is to eliminate the need for local referral and county review of certain local zoning, subdivision and special permit actions that do not have intermunicipal or countywide impacts.

III. Actions to be Excepted from Referral and Review.

All matters listed in Sections 239-m and 239-n of Article 12-B of the General Municipal Law of the State of New York shall be submitted for review and recommendation by the County Planning Board in accordance with the criteria and guidelines set forth in Sections 239-l, 239-m and 239-n, except the following actions shall, with the execution of this agreement, be excepted from referral and review by the County Planning Board:

- Area Variances.
- Site Plan Review for residential uses not exceeding 4 units.
- Site Plan Review for accessory structures as defined by the municipality.
- Site Plan Review of a new use allowed in that zoning district that meets all applicable local municipal code requirements.
- Special Use Permits or Site Plan Reviews for home occupations businesses that meet all other applicable local municipal code requirements.
- Special Use Permits or Site Plan Reviews for the co-location of telecommunications equipment on an existing telecommunications tower facility.
- Special Use Permits or Site Plan Reviews for new ponds or pond expansions that meet all applicable local municipal code requirements.
- Subdivision of land into 4 lots or less that meet all applicable local municipal code requirements.
- Subdivision plan amendments where there are no new access points proposed onto county or state roads.
- Permits for Temporary Structures or signs during construction.
- Land Use Moratoria not exceeding 12-months, except that a notice shall be sent to the Wayne County Planning Department for informational purposes.

- Administrative and Fee Amendments to the Zoning Ordinance or Local Law Code (i.e., general provisions, permit procedures, powers and duties of local boards and officers, penalties for offenses, public hearing requirements, organization, and amendment procedures).
- Interpretations of the municipal Zoning Code.
- Renewals/Extensions of Site Plans or Special Permits that have no changes from previous approvals

IV. Optional Review

Nothing shall prevent the municipal board having jurisdiction over local zoning, subdivision, and special permit actions excepted from referral and review by the County Planning Board by this agreement, from submitting such matters to the County Planning Board for review prior to taking final action. Once such matters are received by the County Planning Board, the review authority conferred on the County Planning Board under Section 230-m and 239-n shall be in force.

VI. Conditions of Agreement

1. **Activate Agreement** – In order to have this agreement take force, it must be signed by the Chairman of the Wayne County Board of Supervisors and the chief elected official of the municipality. The agreement may be amended with the approval of the Chairman of the Wayne County Board of Supervisors and the chief elected official of the municipality.

2. **Termination of Agreement** – If the County Planning Board finds that to carry out the purposes of review as listed in Section 239-l of the general Municipal Law of the State of New York, an amendment to this agreement is needed and the municipality fails to agree with the amendment, the agreement may be terminated by resolution of the County Planning Board by providing written notification of termination to the chief elected official of the municipality. The municipality may terminate this agreement at any time by having the chief elected official submit a notice of termination in writing to the County Planning Board. Upon the termination of this agreement, all local zoning, subdivision, and special permit actions subject to the review of the County Planning Board under Sections 239-m and 239-n of the General Municipal Law of the State of New York shall be submitted to the County Planning Board in accordance with the requirements of Sections 239-m and 239-n.

Chairman, Wayne County Board of Supervisors Date

Supervisor/Mayor Date

Town/Village of _____

Adopted this 20th day of October, 2022 at the meeting of the Town Board.

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

Resolution carried.

Aimee Phillips

From: Michael Donalty <supervisor@townofwalworthny.gov>
Sent: Tuesday, October 11, 2022 11:37 AM
To: Aimee Phillips (townclerk@townofwalworthny.gov)
Subject: FW: Harvest Moon Festival

Communications for next week's meeting, please. I will comment at the meeting on this. Thanks.

From: lukeliver@bellsouth.net <lukeliver@bellsouth.net>
Sent: Monday, October 10, 2022 10:29 PM
To: 'Mike Donalty' <Supervisor@townofwalworthny.gov>
Cc: 'Jackie Vanlare' <Walrec@townofwalworthny.gov>; parkssuper@townofwalworthny.gov; Evelynsemanadas@gmail.com
Subject: Harvest Moon Festival

Hello Mike,

On behalf of Evelyn's Empanadas and more..., we would like to recognize the Walworth Parks and Recreation Departments in making this year's Harvest Moon Festival a success. They went out of their way to ensure that we, and the other vendors, were able to setup and operate throughout the festival. Specifically, we would like to thank Jackie, Mark, and Dave for their help not only with the festival but Farmer's Market as well.

Thank you.

Evelyn Seaman

Evelyn's Empanadas and more ...

4140 Walworth Ontario Road
Walworth, NY 14568
(786) 371-1031 (c)

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October 8, 2022

Mr. Michael Donalty, Supervisor
Walworth Town Board Members
3600 Lorraine Drive
Walworth, New York 14568

RE: LaBella 2023 Hourly Rates

Dear Supervisor Donalty and Town Board Members:

LaBella is proposing an hourly rate adjustment for 2023 as listed below. Our last adjustment was in 2020. This should not have significant impact on any capital or Town related projects as we typically propose our fees as "lump sum" or "hourly not to exceed". The second category that will be affected will be the time accrued through assisting the Planning Board with subdivision and site plan reviews. This will have no impact on the Town per se as these charges are passed through directly to the applicant. We strive to be fair and efficient with our time and resources when reviewing plans for the Town by utilizing qualified Engineers and Jr. Engineers when appropriate.

Titles and Hourly Rates being proposed:

- Project Manager - \$130
- Project Coordinator - \$95
- Sr. Engineer/Architect - \$115
- Engineer/Architect - \$100
- Jr. Engineer - \$90
- Licensed Surveyor - \$100
- Instrument Assistant - \$70
- Construction Inspector - \$85
- Sr. Planner - \$120
- Jr. Planner - \$100
- Administration - \$60

We look forward to continuing our partnership with the Town of Walworth and would welcome the opportunity to discuss this further with you if you so desire. Thank you for your consideration in this regard.

Respectfully submitted,

LaBellaAssociates

Michael A. Simon
Civil Regional Leader

September 2022 Sales

| TAX ID | SCHOOL CODE | STREET # | STREET NAME | PROP CLASS | SALE PRICE | SALE DATE | PRIOR OWNER | NEW OWNER | MAILING ADDRESS |
|-----------------|-------------|----------|-------------------|------------|------------|-----------|-----------------------------|--|---|
| 60115-00-930303 | 543401 | 75 | Atlantic | 311 | 100000 | 9/26/22 | Photisane-Pinyo, Lisa | Callarama, Michael T Jr | 4086 Cream Ridge Rd Macedon, NY 14502 |
| 64114-00-048850 | 543401 | 4044 | Boynton | 210 | 184300 | 9/12/22 | Steurrys, Tammy | Cino, Anthony J | 4044 Boynton Rd Walworth, NY 14568 |
| 61114-13-174496 | 264201 | 3680 | Deer Meadow | 210 | 280000 | 9/1/22 | Malone, Aaron C | Stone, Anthony D & Julie R | 3680 Deer Meadow Run Macedon, NY 14502 |
| 61114-19-667046 | 264201 | 3366 | Heather Brook | 210 | 300000 | 9/2/22 | Jacobs, Michael S | Frost, Victoria L & Beseler, Austin P | 3366 Heather Brook Ln Macedon, NY 14502 |
| 62116-11-741599 | 543401 | 1528 | Hennessey | 210 | 118500 | 9/6/22 | 5239, Rosa Lee | Celso, Jennifer & Salgado, Denis | 2006 Kenyon Rd Ontario, NY 14519 |
| 61114-17-185112 | 264201 | 258 | Longleaf | 210 | 439395 | 9/20/22 | NVR, Inc d/b/a Ryan Homes, | Moran, Meghan E | 258 Longleaf Ln Macedon, NY 14502 |
| 61114-17-149091 | 264201 | 261 | Longleaf | 210 | 377025 | 9/2/22 | NVR, Inc. d/b/a Ryan Homes, | Laird, Matthew & Jessica | 261 Longleaf Ln Macedon, NY 14502 |
| 61114-17-158088 | 264201 | 263 | Longleaf | 210 | 459700 | 9/23/22 | NVR, Inc d/b/a Ryan Homes, | Callahan, Zachary A & Sheila A | 263 Longleaf Ln Macedon, NY 14502 |
| 63114-15-608466 | 543401 | 2225 | Penfield-Walworth | 230 | 1 | 9/7/22 | Celso, Joseph N | Celso, Joseph N Jr & Melnik, Julie L | 2225 Penfield-Walworth Rd Walworth, NY 14568 |
| 62114-20-765091 | 543002 | 3378 | Pennyroyal | 210 | 220000 | 9/2/22 | St George, Michael J | Courtney, Michele M | 3378 Pennyroyal Ct Walworth, NY 14568 |
| 61113-08-968929 | 543002 | 795 | Rookery | 210 | 506000 | 9/23/22 | Reynolds, Kyle A | Bruening, Joseph V & Kathleen | 795 Rookery Way Macedon, NY 14502 |
| 63115-00-212449 | 543401 | 4536 | Route 350 | 210 | 1 | 4/25/22 | Burns, Josephine | Swan, Kimberly, Grasso, Catherine Burns,, Robert H | 22 Patterson Rd Newark, NY 14513 |
| 61114-00-128698 | 264201 | 3939 | Stalker | 312 | 215000 | 9/7/22 | Pravato, Aessandro | Carlson, Eric A & Danielle | 134 Paddy Ln Macedon, NY 14502 |

September 2022 Sales

| | | | | | | | | | |
|-----------------|--------|------|----------|-----|--------|---------|---------------------------------|--------------------------------|---------------------------------------|
| 61116-00-939346 | 543401 | 5187 | Swadling | 240 | 505000 | 9/27/22 | Miller, Frances K | Puglisi, Gregory J | 5187 Swadling Rd Ontario, NY 14519 |
| 61114-17-174150 | 264201 | 255 | Turtle | 210 | 382110 | 8/26/22 | NVR, Inc d/b/a/ Ryan Homes, | Porthias, George M | 255 Turtle Run Macedon, NY 14502 |
| 61114-17-176127 | 264201 | 256 | Turtle | 210 | 361540 | 9/2/22 | NVR, Inc. d/b/a/ Ryan Homes, | Matic, Danijel & Valentina | 256 Turtle Run Macedon, NY 14502 |
| 61114-17-183128 | 264201 | 258 | Turtle | 210 | 408285 | 9/13/22 | NVR, Inc. d/b/a/ Ryan Homes, | Williams, Eric E & Kelsey S | 258 Turtle Run Macedon, NY 14502 |
| 61114-17-228140 | 264201 | 269 | Turtle | 210 | 414835 | 9/15/22 | NVR, Inc d/b/a/ Ryan Homes, | Tatar, Casey E & Richard C | 269 Turtle Run Macedon, NY 14502 |



3451 Ontario Center Road
Walworth NY 14568
315-986-1400 ext. 10
sewer@townofwalworthny.gov

October 14, 2022

To: Supervisor Mike Donalty
Re: Wastewater Treatment Plant Monthly Report

Please see following the monthly report for the Wastewater Treatment Plant for period of September 10 through October 14, 2022.

- Daily maintenance and monitoring.
- Daily process and required sampling.
- Daily required sampling for DEC and Baldwin Richardson Foods.
- Operated the DAF sludge thickener for a total of 14 days.
- Hauled 60,000 gallons of thickened sludge for disposal to Canandaigua.
- Completed Baldwin Richardson Foods billing & September 2022 DMR's.
- Responded to 76 UFPO requests.
- Responded to 3 after hour call ins.
- Weekly mowing of cemeteries, pump stations and sewer plant.
- Camera / flushed sewer line for property 3809 Walworth Ontario Road.
- Put Bobcat back together after repair done by Sencore.
- Fixed DO meter and composite sampler.
- Met with BPD regarding Regional Wastewater Project.
- Cleaned Penfield 11 Pump Station.
- Repaired 2 cleanouts in driveways on Everwild Lane.
- Measured clean out location at Lehrwood Estates.
- Pulled manholes and checked sewer main from Evergreen Circle to Woods Edge.
- Met with Kim Leonard regarding Regional Wastewater Project delay / finances.
- Repaired hydro screen after power outage.
- Changed belts on Calgon carbon unit.
- Changed Omni and Scada back up batteries.
- Cleaned scum on SBR #1 and #2.
- Cleaned filters with high pressure spray. Changed filter springs. Monitored filter issue.
- Monitor foam control on basins.
- Serviced sludge truck.
- Tim attended training in Auburn as part of continuing education for wastewater license.
- Salter on truck in preparation for winter season.

Respectfully Submitted,
Linda Kleeman, Clerk Sewer Department

October 18 2022

Dear Supervisor Donalty

Pursuant to Section 2019-a of the Uniform Justice Court Act, it is the duty of every justice to present his/her records and docket, at least once a year, to the auditing board of the village or town, which shall examine said records or docket, or cause same to be examined, and enter in the minutes of its proceedings the fact that they have been duly examined.

Consistent with Section 2019-a of the Uniform Justice Court Act, I hereby advise that the court's records and docket are available to be presented for such examination. I look forward to working with you to schedule such examination in an expeditious manner.

It is my understanding the OCA's Internal Audit Services (IAS) unit will be corresponding with you as well in the very near future in this regard. Subsequent to the audit or examination, please forward to the IAS unit the audit report, as well as the Board's resolution noting that the records have been duly examined, and that the fines therein collected have been turned over to the proper officials of the Town as required by law. Such materials may be mailed to the following:

Internal Audit Services Unit
Attn: Joan Casazza
2500 Pond View, Suite LL01
Castleton-on-Hudson, New York 12033

In the alternative, such materials may be sent via email to; icasazza@nycourts.gov

Thank you.

Very truly yours,



Hon. Daniel P. Majchrzak, Jr.

Town of Walworth Justice

cc: Hon. William K. Taylor, Administrative Judge