

Presiding Supervisor Donalty called the Regular Town Board Meeting, Town of Walworth, County of Wayne, State of New York, held at 3600 Lorraine Drive, Walworth, New York to order at 6:30 PM. Supervisor Donalty led those present in the recitation of the Pledge of Allegiance.

**PRESENT:**

Michael Donalty	Supervisor
Amber Linson	Councilwoman
Alex Kelly	Councilman
Jim Harden	Councilman
Rick Johnson	Councilman
Aimée Phillips	Town Clerk

**ABSENT:** Kevin Switzer Highway Superintendent

**OTHERS PRESENT:** Donald Young, Esq., Town Attorney; Christine Stanford, Town Comptroller; two (2) members of the public.

**MINUTES**

Motion by Councilwoman Linson that the minutes of January 5, 2023 Organizational 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	Aye

Motion carried.

Motion by Councilman Johnson that the minutes of January 5, 2023 Regular Meeting are approved as submitted by the Town Clerk. Seconded by Councilwoman Linson.

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

Motion carried.

**ELECTED OFFICIALS’ REPORTS:**

The following reports were submitted to the Town Board:

- Monthly Report of the Town Clerk, December 2022**
- Town Clerk’s Annual Report for 2022**
- Receiver of Taxes Monthly Report**
- Building and Zoning Year End Report 2022**
- Recreation Year End Report 2022**

Motion by Councilman Johnson to accept all submitted Department Reports. Seconded by Councilwoman Linson.

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

Motion carried.

**TOWN CLERK** – No report.

**HIGHWAY SUPERINTENDENT** - No report.

**COUNCILMAN KELLY**

Councilman Kelly reported that he had reached out to departments for which he serves as a liaison and the Walworth Historical Society regarding the Memorial Day parade.

**COUNCILWOMAN LINSON**

Councilwoman Linson shared that she had attended a Walworth-Seely Board of Trustees meeting the last week, and one Board member would be appointed at this Town Board meeting. Additionally, she noted that the Town had received all Library expansion project documents. Councilwoman Linson informed those present that the Walworth Historical Society will be publishing and mailing out a magazine to residents in late March or early April. She announced that there will be a Wayne County Bicentennial “bell ringing” event on April 11, 2023 at 11:00 AM for two minutes to commemorate the Bicentennial and encouraged those present to participate. Councilwoman also shared that she will be attending the next meeting with the Sewer Department and BPD to discuss finances for the project. Lastly, she stated that there will be a Walworth Hometown Heroes “Veteran and Veteran Family Benefit & Perks Information Night” on May 23, 2023. Registration is required, and she encouraged the public to attend.

**COUNCILMAN HARDEN** – No report.

**COUNCILMAN JOHNSON**

Councilman Johnson stated that he had met with Parks Superintendent Mike Buckley regarding installing heat in the Parks shop area, and that there will be a resolution later in this meeting. He also shared that he will be attending the upcoming Western Wayne Chamber of Commerce on January 30, 2023 and he is continuing to monitor Town Planning and Zoning Board meetings.

**SUPERVISOR DONALTY**

Supervisor Donalty reminded those present that the AARP Tax Aide service is available again this year and shared the contact information to make an appointment. He also shared information regarding an upcoming available CPR training being provided by a member of Western Wayne Ambulance and encouraged members of the public to register.

**RESOLUTIONS:**

**RESOLUTION 34-23: ABSTRACT 13, APPROVAL**

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

TOWN OF WALWORTH				
Abstract # 013				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	19,205.14	38,562.52	57,767.66
CM1-	PARK SPECIAL REVENUE FUND	68.40	5,456.74	5,525.14
DA	HIGHWAY FUND		55,582.54	55,582.54
HD	COMPREHENSIVE MASTER PLAN		7,852.00	7,852.00
SL1-	WALWORTH LIGHT DISTRICT		421.20	421.20
SL2-	HARVEST HILL LIGHT DISTRICT		693.46	693.46
SL3-	GANANDA LIGHT DISTRICT	1,302.58		1,302.58
SL4-	BROOKSIDE LIGHT DISTRICT		20.34	20.34
SL5-	ORCHARD VIEW LIGHT DISTRICT		229.14	229.14
SS	WALWORTH SEWER DISTRICT #1	514.09	23,731.55	24,245.64
TA	TRUST & AGENCY	5,868.91		5,868.91
TC	CUSTODIAL TRUST		3,367.50	3,367.50
<b>Total:</b>		<b>26,959.12</b>	<b>135,916.99</b>	<b>162,876.11</b>

Voucher Numbers 1892-2022, 108-111, 130-131

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

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 35-23: ABSTRACT 1, APPROVAL**

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

TOWN OF WALWORTH				
Abstract # 001				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND		15,822.59	15,822.59
HE	GINEGAW RESTROOMS		9,100.00	9,100.00
SS	WALWORTH SEWER DISTRICT #1		13,247.68	13,247.68
TA	TRUST & AGENCY	41,889.37		41,889.37
TC	CUSTODIAL TRUST		400.00	400.00
<b>Total:</b>		<b>41,889.37</b>	<b>38,570.27</b>	<b>80,459.64</b>

Voucher Numbers 1-28, 1-4, 1-4

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

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 36-23: AUTHORIZE THE TOWN SUPERVISOR TO SIGN INTERMUNICIPAL AGREEMENT REGARDING COOPERATION TO COMPLY WITH THE FEDERAL PHASE II STORMWATER REGULATION IN ONTARIO AND WAYNE COUNTIES**

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

The following was submitted:

INTERMUNICIPAL AGREEMENT  
REGARDING COOPERATION TO COMPLY WITH THE  
FEDERAL PHASE II STORMWATER REGULATION IN  
ONTARIO AND WAYNE COUNTIES

An INTERMUNICIPAL AGREEMENT among the Ontario-Wayne Counties Stormwater Coalition members of the Towns of FARMINGTON, 1000 County Road 8, Farmington, New York 14425, MACEDON, 32 Main Street, Macedon, New York 14502, ONTARIO, 1850 Ridge Road, Ontario, New York 14519, VICTOR, 85 East Main Street, Victor, New York 14564, WALWORTH, 3600 Lorraine Drive, Walworth, New York 14568, hereinafter referred to as "Towns", the Coalition members of the Village of VICTOR, 60 East Main Street, Victor, New York 14564, hereinafter referred to as "Village"; ONTARIO COUNTY on behalf of its Department of Public Works with offices at 2962 County Road 48, Canandaigua, New York 14424; and WAYNE COUNTY on behalf of its Highway Department with offices at 7227 Route 31, Lyons, New York 14489, as authorized by Article 5-G of the General Municipal Law.

WHEREAS, the Phase II federal stormwater regulations require that regulated municipal separate storm sewer system operators comply with the SPDES General Permit for Stormwater Discharges (latest version) issued by the New York State Department of Environmental Conservation; and

WHEREAS, the Phase II federal stormwater regulations require that for each regulated municipal separate storm sewer system the municipality must prepare and implement a stormwater management program that includes six minimum control measures; and

WHEREAS, the municipalities recognize that, because watersheds and separate storm sewer systems cross municipal and county boundaries and because there are opportunities to save money and resources by working collaboratively, the municipalities should work cooperatively to comply with the requirements of the Phase II federal stormwater regulations; and

WHEREAS, the Ontario-Wayne Stormwater Coalition started holding meetings beginning in 2004 to identify and analyze options for pooling resources to meet the requirements of the Phase II Federal Stormwater Regulations, and;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. The term of this agreement shall be from February 1, 2023 through January 31, 2028. At such time, this agreement may be renewed, amended, or terminated. Any party may withdraw from this agreement upon 60 days written notice to the other parties with or without cause.
2. The work of the Ontario-Wayne Stormwater Coalition shall be to work collaboratively to:
  - a. Comply with the latest Phase II Federal Stormwater Regulations and permit conditions placed on municipal separate storm sewer system operators and any future permit guidelines;

**CONTINUED ON NEXT PAGE**

- b. Protect and/or improve the water quality of local water ways in accordance with State, County, and local water quality planning documents and policies
- c. Facilitate the use of existing or future resources, organizations, and programs for the provision of the services necessary to comply with the Phase II regulations
- d. Research and implement an appropriate funding mechanism to meet the financial needs resulting from compliance with the Phase II Federal Stormwater Regulations
- e. Report annually to the Ontario County Board of Supervisors, Ontario County Water Resources Council, Wayne County Board of Supervisors, and Wayne County Water Quality Coordinating Committee on the Coalition's progress with compliance and funding issues.

3. Each Coalition member (Municipality or Agency) will pay an annual membership fee to the Coalition to fund the implementation of compliance activities, which are part of each Coalition member's stormwater management plan. This fee will be determined annually by the Stormwater Coalition and approved by the full membership of the Stormwater Coalition. The fee schedule is included in Appendix 'A'.

4. Each Coalition member will designate an official representative to serve on the Stormwater Coalition. The designee shall be responsible to attend and participate in bimonthly meetings of the Coalition and the task groups created to facilitate compliance with different aspects of the regulations, and to transmit stormwater policy issues to his or her Coalition member. The designee shall also be responsible to obtain opinions on stormwater policy issues from the Coalition member and to share such opinions with the Stormwater Coalition membership. Every Coalition member entitled to vote or attend a meeting of the Stormwater Coalition may authorize another person to act by signed proxy.

5. The officers of the Stormwater Coalition shall be the Chair and Vice-Chair. The officers shall be elected to two-year terms by a majority of the members present at a regularly scheduled meeting. The duties and responsibilities of the Chair shall be to preside at meetings of the Coalition, and function as the official spokesperson for the Coalition. The Vice-Chair shall assist the Chair and subsequently assume the Chair position for a two-year term.

6. Membership fees, which are outlined in Appendix A, should be paid to the Ontario County Soil and Water Conservation District by the date established by the Coalition. If payment is not received within 30 days of this date (Feb 1), then membership will be revoked unless the Coalition has agreed to other payment arrangements.

7. Stormwater Coalition decisions and recommendations are generally made by consensus. Consensus is defined as all members of the Coalition being able to support the decision or recommendation.

When the Coalition cannot reach consensus, voting will be used for decision-making. Each Coalition member (municipality or agency) that has paid its Coalition membership fee in-full, shall have one vote. All decisions requiring voting shall be made by the majority of the members (or their officially designated alternates) present at a regularly scheduled meeting. In the case of a tie vote, the Chair shall cast the tie-breaking vote.

8. Staff from the local, regional, and state agencies may provide staffing services to the Ontario-Wayne Stormwater Coalition. This will include coordination of the Coalition, the task groups, management of Coalition projects, applying for grant funding, and coordination of awarded grants. The Coalition or its designated service provider may, with the approval of the Coalition, also manage the implementation of the membership fee and develop a template for the annual reports that must be submitted by each regulated Coalition member. The Ontario-Wayne Stormwater Coalition shall not be the employer of such staff.

9. This Agreement may be modified or amended only in writing duly executed by all parties, which shall be attached to and become a part of this Agreement.

10. Each party shall defend, indemnify and hold harmless the other, its officers, agents and assigns for all liability arising out of its activities under this Agreement. The obligations of this paragraph shall survive the expiration or termination of the Intermunicipal Agreement, whether occasioned by this Intermunicipal Agreement's expiration or earlier termination.

11. This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior Agreements between the parties hereto for the services herein to be provided. The Agreement shall be governed by and construed in accordance with the laws of New York State without regard or reference to its conflict of laws and principles.

12. Each Coalition Member shall be solely responsible and liable for its own activities under this Agreement, for obtaining its permit coverage under the SPDES General Permit for Stormwater Discharges from MS4s (current permit) and for the preparation, implementation, operation and maintenance of its own stormwater management program including, but not limited to, the required minimum control measures.

**THEREFORE, BE IT RESOLVED** that the Town Supervisor of the Town of Walworth is hereby authorized to sign the Intermunicipal Agreement Regarding Cooperation To Comply With The Federal Phase II Stormwater Regulation In Ontario and Wayne Counties.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 37-23: AUTHORIZATION TO PRESENT PROCLAMATION FOR THE AUXILIARY OF THE WEST WALWORTH VOLUNTEER FIRE DEPARTMENT’S 75<sup>TH</sup> ANNIVERSARY**

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

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**PROCLAMATION**

*In recognition of*

**THE AUXILIARY OF THE WEST WALWORTH VOLUNTEER FIRE DEPARTMENT  
75<sup>TH</sup> ANNIVERSARY**

**WHEREAS**, the Auxiliary of the West Walworth Volunteer Fire Department achieved 75 years of service on November 3, 2022;

**AND**

**WHEREAS**, the Auxiliary of the West Walworth Volunteer Fire Department was formed in 1947 to help the firefighters by supplying refreshments to the Fire Department and neighboring Fire Companies;

**AND**

**WHEREAS**, for over seventy-five years, the members of the Auxiliary of the West Walworth Volunteer Fire Department have maintained their goal of providing assistance to the Firefighters in every way possible at all hours of the day and night in every type of weather;

**AND**

**WHEREAS**, the Auxiliary of the West Walworth Volunteer Fire Department is comprised wholly of local and loyal volunteers, including some multi-generational members, who have made enormous contributions to the Town of Walworth at great cost to themselves and their families;

**AND**

**WHEREAS**, the Walworth Town Board, together with the citizens of this community, desires to congratulate and celebrate with the West Walworth Volunteer Fire Department 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 proclaim Saturday, January 28, 2023, as:

***THE AUXILIARY OF THE WEST WALWORTH VOLUNTEER FIRE DEPARTMENT 75<sup>TH</sup> ANNIVERSARY DAY***

*Proclaimed this 19th day of January 2023.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supervisor Donalty thanked with Town’s fire department’s auxiliaries for their dedication and commitment to our community.

Adopted this 19<sup>th</sup> day of January, 2023 at a meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 38-23: TO SET PUBLIC HEARING FOR LOCAL LAW TO AMEND THE WALWORTH TOWN CODE TO INCREASE INCOME LIMITS RELATIVE TO THE SENIOR CITIZEN TAX EXEMPTION (LOCAL LAW NO. 2 OF 2023)**

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

**WHEREAS**, the Town of Walworth previously enacted Town Code §154-4, permitting the senior citizen tax exemption in Town; and

**WHEREAS**, the State has since increased the maximum income limits relative to such exemption, but an amendment to the Town’s Code is required to apply said limits to Town of Walworth residents; and

**WHEREAS**, the Town values its senior citizens, and, in accordance with NY State Law, wishes to increase the income limits of the senior citizen tax exemption to the maximum amount permitted by Law; and

**WHEREAS**, thus, the Town Board is considering the approval of a local law which would increase the income limits relative to the senior citizen tax exemption.

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be duly advertised for and held on **February 2, 2023, at 6:30 p.m.** for the purposes of permitting the public to speak relative to said proposed local law to increase the income limits relative to the senior citizen tax exemption; and

**BE IT FURTHER, RESOLVED**, that the proposed Local Law is available at the Town Clerk’s Office for review by the public.

Town Attorney Young explained the reasoning and need for this local law.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 39-23: TO SET PUBLIC HEARING FOR LOCAL LAW NO. 3 OF 2023 TO PROVIDE TAX EXEMPTION FOR VOLUNTEER FIREFIGHTER AND AMBULANCE PERSONNEL**

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

**WHEREAS**, New York State has implemented Real Property Tax Law §466-a granting participating municipalities the authority to grant real property tax exemptions of up to 10% of property value for qualifying volunteer fire and ambulance personnel; and

**WHEREAS**, the Town values its Volunteer Fire Fighters and Volunteer Emergency Response Personnel and wishes to provide the opportunity to receive said partial exemption on

their real property taxes; and

**WHEREAS**, the Town Board now has before it a proposed Local Law to implement such tax exemption; said draft Local Law is on file with the Town Clerk; now, therefore, be it

**RESOLVED**, that a public hearing be duly advertised for and held on **February 2, 2023 at 6:30 p.m.** for the purpose of permitting the public to speak relative to said proposed Local Law; and, be it further

**RESOLVED**, that the Town Clerk advertise for said Public Hearing in a manner consistent with law.

Town Attorney Young explained the reasoning and need for this local law. Discussion ensued regarding potential cost to the Town and loss of revenue, and Councilwoman Linson encouraged the public, especially those affected by this local law, to attend.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 40-23: SET PUBLIC HEARING – LOCAL LAW NO. 4 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS SHORT-TERM RENTALS**

Councilman Johnson moved the following Resolution for adoption. Seconded by Councilwoman Linson to wit:

**WHEREAS**, given the popularity of short-term rentals, such as via AirBNB, for example, and given that the Walworth Town Code does not currently sufficiently address the same, the Town Board finds that the Zoning Code of the Town of Walworth should address the same; and

**WHEREAS**, the Town Board now has before it a proposed Local Law to address zoning for short term rentals; said draft Local Law is on file with the Town Clerk; now, therefore, be it

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be duly advertised for and held on **February 16, 2023 at 6:30 p.m.** for the purpose of permitting the public to speak relative to said proposed Local Law; and, be it further

**RESOLVED**, that the Town Clerk advertise for said Public Hearing in a manner consistent with law.

Town Attorney Young explained the reasoning and need for this local law, and Councilman Johnson thanked him and Supervisor Donalty for their due diligence.

Adopted this 19<sup>th</sup> of January, 2023 at the meeting of the Town Board.

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

Resolution carried.



**RESOLUTION 41-23: AUTHORIZE THE TOWN BOARD TO SIGN RESOLUTION APPROVING 2022 CERTIFIED POINTS FOR THE WEST WALWORTH FIRE DEPARTMENT LENGTH OF SERVICE PROGRAM**

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

The following was submitted:

Town of Walworth  
Resolution of the Town Board  
Resolution Number: \_\_\_\_\_

*In the matter of approving the 2022 certified points*

WHEREAS, the Town is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the West Walworth of Department in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, as required by GML § 219-a(2)(c), the West Walworth of Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty points during 2022 to qualify for service credit; and

WHEREAS, the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Town to be in effect during calendar year 2022, and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members; and

WHEREAS, GML § 219-a(2)(d) requires the Town Board (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty days; and

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Town Board approves the attached list of volunteer firefighters of the West Walworth of Department and the points earned by these firefighters during calendar year 2022; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty days.

Councilperson \_\_\_\_\_ raised the motion to approve, Councilperson \_\_\_\_\_ seconded the motion, and upon roll call the vote of the Board was as follows:

Town Supervisor	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent
Councilperson	_____	Aye / Nay / Absent

The resolution was thereupon declared duly adopted.

Dated: \_\_\_\_\_

Certified by Town Clerk (signature or seal): \_\_\_\_\_

STEP 2

**BE IT RESOLVED**, that the Town Board is authorized to sign resolution approving 2022 certified points for the West Walworth Fire Department Length of Service Program.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

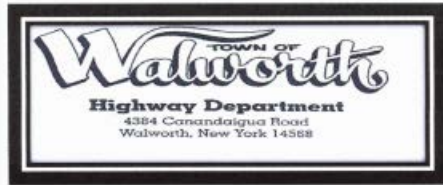
Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye
	Supervisor Donalty	Aye

Resolution carried.

**RESOLUTION 42-23: TO HIRE AMANDA CANTWELL TO THE POSITION OF HIGHWAY CLERK (PART-TIME), EFFECTIVE JANUARY 30, 2023**

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

The following was submitted:



Kevin Switzer  
Highway Superintendent

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

TO: MIKE DONALTY, TOWN SUPERVISOR  
CC: TOWN BOARD MEMBERS  
DATE: January 13, 2023  
SUBJECT: Part Time Highway Clerk

Be it resolved that the Town Board authorize Kevin Switzer, Highway Superintendent, to hire Amanda Cantwell as the Part Time Highway Clerk to work 6-12 hours per week, starting January 30, 2023. Employ is pending candidate passing the mandatory drug screen required by the Town. Rate of pay will be \$16.50 per hour per union contract. Upon successful completion of her probationary period, and when the current Full Time Clerk retires in September, Amanda will then transition to Full Time at the same rate of pay.

Sincerely,  
  
Kevin Switzer

**NOW, THEREFORE BE IT RESOLVED** that the Town Board hereby authorizes the hiring of Amanda Cantwell to the position of Highway Clerk (part-time), effective January 30, 2023.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 43-23: TO RE-OBLIGATE \$8,000 OF UNUSED ARPA MONIES TO UPDATE THE PARKS BUILDING AND INSTALL HEAT IN THE SHOP AREA**

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

**WHEREAS**, the Town, previously resolved (#99-22) to obligate \$100,000 of ARPA funds to award to local small businesses/ nonprofit organizations; and

**WHEREAS**, the Town only awarded \$51,257.05, leaving \$48,742.95 of unused ARPA funds for that purpose; and

**WHEREAS**, the parks building is in need of heat in the shop area for winter work on equipment etc.;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board authorizes the use of ARPA funds not to exceed \$8,000 to make building modifications needed and purchase and install heat to the shop area in the Parks Building.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

**RESOLUTION 44-23: APPOINTMENT OF WALWORTH-SEELY PUBLIC LIBRARY BOARD OF TRUSTEES**

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

**WHEREAS**, the Walworth-Seely Public Library conducts its organizational business through a Board of Trustees; and

**WHEREAS**, the Walworth-Seely Public Library By-Laws, adopted on February 10, 1987 and amended on August 19, 2021, dictates that the members of the Board of Trustees be appointed by the Walworth Town Board; and

**WHEREAS**, the Walworth-Seely Public Library Board of Trustees seeks to fill one (1) Trustee position and has named Sandy Rutkowski to serve term January 1, 2023 through December 31, 2027;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby appoints Sandy Rutkowski to serve as a Trustee on the Walworth-Seely Public Library Board of Trustees.

Adopted this 19<sup>th</sup> day of January, 2023 at the meeting of the Town Board.

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

Resolution carried.

Councilwoman Linson shared that the Walworth Food Pantry will be taking over the donations being collected at the Walworth Town Hall.

**COMMUNICATION:**

- **Town of Walworth Wastewater Treatment Plant Monthly Report**, dated January 13, 2023
- **Notice of Public Hearing, Wayne County Industrial Development Agency**, dated January 12, 2023

Supervisor Donalty gave further background on the upcoming public hearing being held by the Wayne County Industrial Development Agency, stating that it is in regards to the application for a PILOT by K-2 Brewing.

**TOWN BOARD MEETINGS:**

DATE	TIME	MEETING TYPE
FEBRUARY 2, 2023	6:30 PM	REGULAR
FEBRUARY 16, 2023	6:30 PM	REGULAR
MARCH 2, 2023	6:30 PM	REGULAR

**NEW AND OTHER BUSINESS:**

- Employee Handbook/Policies and Procedures Manual Updates

Councilwoman Linson stated that she is hoping to meet regarding these updates in the next 2 weeks.

- Knox Box Installations

Supervisor Donalty shared that the Code Enforcement Officer is looking into expanding the installation of Knox Boxes into other facilities and businesses in Town.

- Generators

It was noted that the Town Attorney is in the process of preparing legislation to be presented to The Town Board at a future meeting.

**PUBLIC PARTICIPATION:**

Two members of the public addressed the Town Board:

- 1) Ric Carley of Boynton Road thanked Councilman Johnson for his work to address the issues surrounding short-term rentals and to bring the local law to fruition.
- 2) Deborah Williams of Main Street inquired as to the rules of the upcoming public hearing concerning K-2’s PILOT, the local laws to be voted on by the Town Board and the Walworth local food pantries.

**EXECUTIVE SESSION:**

Motion by Councilman Johnson to enter into an executive session to discuss proposed, pending or current litigation.

Seconded by Councilwoman Linson.

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

Motion carried.

Town Attorney Young was requested to remain in the meeting room for the executive session.

Time: 7:10 PM

**RECONVENE:**

Councilwoman Linson made the motion to reconvene the meeting. Seconded by Councilman Johnson.

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

Motion carried.

Time: 7:28 PM

**ADJOURNMENT:**

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

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

Motion carried.

Time: 7:28 PM

Respectfully Submitted,  
Aimée Phillips  
Town Clerk