



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

315.986.1400
315.926.9154
Fax 315.986.1440

TOWN BOARD REGULAR MEETING – AGENDA
MARCH 16, 2023 6:30 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

MINUTES: **March 2, 2023 Regular Meeting**

PRESENTATIONS

REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS)

Monthly Report of the Town Clerk for February 2023
Receiver of Taxes Monthly Report, dated February 15, 2023

RESOLUTIONS:

- Resolution -23:** Budget Modifications
- Resolution -23:** Abstract 3, Approval
- Resolution -23:** Set public hearing – Local Law No. 5 of 2023 To Amend The Walworth Town Code To Address Residential Standby Generators
- Resolution -23:** Authorize the Town Supervisor to sign the Williamson Law Book Company Annual Software Support contract for Payroll
- Resolution -23:** Authorize the Deputy Town Supervisor to sign the 2022 Service Award Program Sponsor submission form for the Lincoln Fire Department
- Resolution -23:** Authorize the Town Supervisor to sign the 2022 Service Award Program Sponsor submission form for the West Walworth Fire Department
- Resolution -23:** To set calendar season for seasonal park laborer employees (2) as April 9, 2023 to November 18, 2023, or as needed per approval by Town Supervisor
- Resolution -23:** Authorize the hire and set salary for two (2) seasonal park laborers
- Resolution -23:** Authorize the Highway Superintendent to implement Highway Department hours of 4 10-hour workdays beginning April 9, 2023 to October 21, 2023
- Resolution -23:** To award bid contract to Dakksco Pipeline Corp. for the Dewberry Pump Station Improvements in the amount of \$227,944.00

(Updated 3/14/2023)

- Resolution -23:** Authorize the use of additional Sewer Capital Reserve funds in the amount of \$156,000.00, to cover the increased cost of the Dewberry Pump Station Upgrade Project, subject to permissive referendum
- Resolution -23:** To re-obligate \$35,000.00 of ARPA funds to construct a dog park in the Sherburne Road Park

COMMUNICATION:

- **Recreation Department Monthly Report for February 2023**
- **Animal Control Officer Report, dated March 7, 2023**
- **Building and Zoning Report for February 2023**
- **Walworth Town Court Monthly Report for February 2023**
- **Uniform Code and Energy Code Administration and Enforcement Report (Reporting Year 2022)**
- **Assessment Department Board Report for February 2023**
- **Assessment Department Monthly Sales Report for January 2023**
- **Town of Walworth Wastewater Treatment Plant Monthly Report, dated March 9, 2023**
- **February 2023 Highway Summary Report**
- **Letter from LaBella Associates regarding the recommendation of award for the Dewberry Pump Station Improvements town bid 2023, dated March 9, 2023**
- **E-mail from Rob Richardson of Clean Energy Communications, dated March 10, 2023**

NEW AND OTHER BUSINESS

Policies, Procedures and Employee Handbook Review

Knox Box Installations

Generators

PUBLIC PARTICIPATION

EXECUTIVE SESSION

ADJOURNMENT

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

ADJOURNMENT

(Updated 3/14/2023)

TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK

COPY

FEBRUARY, 2023

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	<u>1</u>	DECALS	<u>0.28</u>	
	<u>1</u>	MARRIAGE LICENSES NO. 23002 TO 23002	<u>17.50</u>	
	<u>1</u>	MISCELLANEOUS	<u>25.00</u>	
	<u>6</u>	B/D/M RECORDS SEARCH	<u>150.00</u>	
		TOTAL TOWN CLERK FEES		192.78
A1550	<u>1</u>	DOG PICK UP	<u>25.00</u>	
		TOTAL A1550		25.00
A1689	<u>1</u>	PERC/NEW/SEPTIC REPAIR	<u>100.00</u>	
		TOTAL A1689		100.00
A2001	<u>7</u>	RECREATION	<u>2,732.00</u>	
		TOTAL A2001		2,732.00
A2110	<u>1</u>	ZONING BOARD REVIEW	<u>75.00</u>	
		TOTAL A2110		75.00
A2544	<u>101</u>	DOG LICENSES	<u>979.00</u>	
		TOTAL A2544		979.00
A2555	<u>12</u>	BUILDING PERMITS	<u>3,475.00</u>	
		TOTAL A2555		3,475.00
A2590	<u>1</u>	VOELCKERS AUTO SALV YARD	<u>62.50</u>	
		TOTAL A2590		62.50
A2770B	<u>3</u>	OTHER INCOME BUILDING	<u>142.50</u>	
		TOTAL A2770B		142.50
A2770F	<u>4</u>	FARMER'S MARKET	<u>200.00</u>	
		TOTAL A2770F		200.00
CM2025	<u>8</u>	FACILITY RENTALS	<u>1,570.00</u>	
		TOTAL CM2025		1,570.00

TOWN CLERK'S MONTHLY REPORT

FEBRUARY, 2023

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CM2089

2 PARK EXPENDABLE TRUST 1,300.00

TOTAL CM2089 1,300.00

TA30I

9 ESCROW - BLDG PERMITS 2,800.00

TOTAL TA30I 2,800.00

TOWN CLERK'S MONTHLY REPORT


FEBRUARY, 2023

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DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	7,983.50 ✓
DECALS SEPARATE MONTHLY REPORT	0.28 ✓
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	2,800.00 ✓
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	2,870.00 ✓
DECALS SEPARATE MONTHLY REPORT- EFT	4.72
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	121.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	22.50
TOTAL DISBURSEMENTS	13,802.00

MARCH 1, 2023


 _____, SUPERVISOR
 Michael Donalty

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

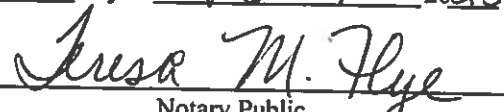
I, Aimee Phillips, being duly sworn, says that I am the Clerk of the TOWN OF WALWORTH that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this



 Town Clerk

1st day of March 2023



 Notary Public



Tax dollars collected

Principal	\$7,931,420.68
Interest	\$280.16
Mail fee	\$0.00

Total \$7,931,700.84

Tax dollars disbursed to the town

beginning balance \$ 618,007.09

Ck#	730	\$278,632.00	Public Library
Ck#	731	\$375,580.00	Walworth FD
Ck#	732	\$545,148.00	General
Ck#	733	\$577,548.00	WWTP Capital Sewer
Ck#	734	\$1,508,678.00	Highway

Total \$ 3,903,593.09 Paid in Full

Total disbursed to the county

Ck#	735	\$1,500,000.00	Wayne County Treasurer
Ck#	736	\$2,000,000.00	Wayne County Treasurer

Total \$ 3,500,000.00

Receiver of Taxes

Debra M. ... 2/15/23

Analysis of Collections
by transactionDate

Date	Qty	Taxes collected	Interest paid	Penalty paid	Daily total collected	Total overall collections
1/5/23	77	86,756.84	0.00	0.00	86,756.84	86,756.84
1/8/23	172	211,418.90	0.00	0.00	211,418.90	298,175.74
1/10/23	302	366,348.43	0.00	0.00	366,348.43	664,524.17
1/11/23	1	1,274.72	0.00	0.00	1,274.72	665,798.89
1/12/23	216	256,023.45	0.00	0.00	256,023.45	921,822.34
1/13/23	15	5,848.92	0.00	0.00	5,848.92	927,671.26
1/14/23	159	185,697.68	0.00	0.00	185,697.68	1,113,368.94
1/18/23	336	302,584.99	0.00	0.00	302,584.99	1,415,953.93
1/19/23	187	153,613.62	0.00	0.00	153,613.62	1,569,567.55
1/20/23	102	113,838.82	0.00	0.00	113,838.82	1,683,406.37
1/22/23	138	146,974.17	0.00	0.00	146,974.17	1,830,380.54
1/26/23	587	752,811.28	0.00	0.00	752,811.28	2,583,191.82
1/28/23	237	301,238.64	0.00	0.00	301,238.64	2,884,430.46
1/30/23	2,249	2,843,979.75	0.00	0.00	2,843,979.75	5,728,410.21
1/31/23	591	733,226.01	0.00	0.00	733,226.01	6,461,636.22
01.23	5,369	6,461,636.22	0.00	0.00	6,461,636.22	6,461,636.22
2/2/23	439	540,674.28	0.00	0.00	540,674.28	7,002,310.50
2/3/23	409	502,406.67	0.00	0.00	502,406.67	7,504,717.17
2/4/23	216	233,819.04	0.03	0.00	233,819.07	7,738,536.24
2/7/23	90	118,987.11	0.00	0.00	118,987.11	7,857,523.35
2/11/23	52	67,248.42	213.62	0.00	67,462.04	7,924,985.39
2/15/23	10	6,648.94	66.51	0.00	6,715.45	7,931,700.84
02.23	1,216	1,469,784.46	280.16	0.00	1,470,064.62	7,931,700.84
Totals:	6,585	7,931,420.68	280.16	0.00	7,931,700.84	7,931,700.84

Debtmaster - Review of Taxes 2/15/23

RESOLUTION -23: BUDGET MODIFICATIONS

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

Budget Modifications for March 16, 2023 Board Meeting

S	Acct #	Description	Acct #	Reason	
General Fund					
Transfer \$ 5,000.00	FROM A1990.41	CONTINGENT	TO A8140.44	MS4 - Membership / Dues	to cover Ontario Crty Soil & Water membership
Transfer \$ 13,441.00	FROM A1990.41	CONTINGENT	TO A1355.491	Shared Services - Ontario	to cover 2023 Assessor shared services contract
Sewer Fund					
Transfer \$ 2,784.56	FROM 558130.406	Chemicals	TO 558110.43	Insurance	To cover 2023 NYMIR insurance
Transfer \$611,638.00	FROM 559780.6	Debt Pymt to Public Authority	TO 558130.413	WCWSA - Regional Project	To put it in the proper place in the budget

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: ABSTRACT 3, APPROVAL

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

TOWN OF WALWORTH				
Abstract # 003				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	19,255.54	120,424.01	139,679.55
CM1-	PARK SPECIAL REVENUE FUND	97.31	279.24	376.55
DA	HIGHWAY FUND	11,940.19	66,220.09	78,160.28
HD	COMPREHENSIVE MASTER PLAN		4,966.00	4,966.00
SD1-	WALWORTH CONSOLIDATED DRAINAGE		400.00	401.00
SL1-	WALWORTH LIGHT DISTRICT		387.85	387.85
SL2-	HARVEST HILL LIGHT DISTRICT		657.56	657.56
SL3-	GANANDA LIGHT DISTRICT	1,274.66		1,274.66
SL4-	BROOKSIDE LIGHT DISTRICT		18.04	18.04
SL5-	ORCHARD VIEW LIGHT DISTRICT		202.64	200.64
SS	WALWORTH SEWER DISTRICT #1	3,049.52	671,489.88	674,539.40
TA	TRUST & AGENCY	84,999.69		84,999.69
TC	CUSTODIAL TRUST		2,222.00	2,222.00
Total:		120,616.91	867,265.31	987,882.22

Voucher Numbers 167-304, 16-31, 19-25

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

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -23: SET PUBLIC HEARING – LOCAL LAW NO. 5 OF 2023
TO AMEND THE WALWORTH TOWN CODE TO ADDRESS RESIDENTIAL
STANDBY GENERATORS**

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

WHEREAS, given that the Walworth Town Code does not adequately address residential standby generators, the Town Board now has before it a proposed Local Law “To Amend the Walworth Town Code to Address Residential Standby Generators;” 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 April 6, 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.

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE WILLIAMSON LAW BOOK COMPANY ANNUAL SOFTWARE SUPPORT CONTRACT FOR PAYROLL

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

The following was submitted:

Williamson Law Book Company
790 Canning Parkway Victor, New York 14564

February 27 2023

Town of Watworth
3600 Lorraine Drive
Watworth NY 14568

ANNUAL SOFTWARE SUPPORT CONTRACT

Enclosed is an invoice renewing your Software Support coverage for the following program:

Payroll
2/1/2023 to 1/31/2024

This agreement between Williamson Law Book Company (WLB) and the Town of Watworth (referred to as "customer") will provide ongoing software support and maintenance to the customer as described herein.

Williamson Law Book Company (WLB) agrees to provide the customer with:

- Support: WLB will provide support to assist in using the software. Support will be provided by internet phone or by during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge (excluding any training required by the customer).


The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to act in good faith and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB.)

Charges for the Software Support Contract shall be \$2,450.00 as specified on the enclosed invoice.

~~Please sign and return this form to WLB subject to the terms and conditions.~~

Thank you

SIGNE: 

Williamson Law Book Company

Accepted for the Town of Watworth

By _____ Title _____ Date _____

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE DEPUTY TOWN SUPERVISOR TO SIGN THE 2022 SERVICE AWARD PROGRAM SPONSOR SUBMISSION FORM FOR THE LINCOLN FIRE DEPARTMENT

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

The following was submitted:

TO: Firefly Admin Inc.
FROM: Town of Walworth Town Board
DATE: _____
RE: Submission of Calendar Year 2022 LOSAP Points & Service Credit

The Town Board has overseen and completed the annual process of certifying, approving and posting the 2022 LOSAP points and service credit as required by Article 11-A of the New York State General Municipal Law.

In addition, the Board has ensured the accuracy of the transcription of points earned from the internal points-tracking system to the Firefly roster.

The Board releases the 2022 LOSAP points and service credit listing to Firefly Admin Inc. for use in assisting the Board to administer the LOSAP in accordance with the terms of the Firefly Admin Inc. Engagement Letter.

We understand that Firefly Admin Inc. will be relying on the accuracy and reliability of the information now submitted by the Board on the Firefly-provided roster, and Firefly Admin Inc. will use this information to determine benefit eligibility and contributions owed by the Town to fund the benefits accrued by the participating volunteers. We acknowledge that Firefly Admin Inc. is not responsible to verify the transcription of the points from the internal points-tracking system to the Firefly roster, audit the information, or to uncover errors that may exist.

Respectfully submitted by the Town Supervisor:

Signature

BE IT RESOLVED, that the Deputy Town Supervisor is authorized to sign the 2022 Service Award Program Sponsor Submission Form for the Lincoln Fire Department.

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE 2022 SERVICE AWARD PROGRAM SPONSOR SUBMISSION FORM FOR THE WEST WALWORTH FIRE DEPARTMENT

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

The following was submitted:

TO: Firefly Admin Inc.
FROM: Town of Walworth Town Board
DATE: _____
RE: Submission of Calendar Year 2022 LOSAP Points & Service Credit

The Town Board has overseen and completed the annual process of certifying, approving and posting the 2022 LOSAP points and service credit as required by Article 11-A of the New York State General Municipal Law.

In addition, the Board has ensured the accuracy of the transcription of points earned from the internal points-tracking system to the Firefly roster.

The Board releases the 2022 LOSAP points and service credit listing to Firefly Admin Inc. for use in assisting the Board to administer the LOSAP in accordance with the terms of the Firefly Admin Inc. Engagement Letter.

We understand that Firefly Admin Inc. will be relying on the accuracy and reliability of the information now submitted by the Board on the Firefly-provided roster, and Firefly Admin Inc. will use this information to determine benefit eligibility and contributions owed by the Town to fund the benefits accrued by the participating volunteers. We acknowledge that Firefly Admin Inc. is not responsible to verify the transcription of the points from the internal points-tracking system to the Firefly roster, audit the information, or to uncover errors that may exist.

Respectfully submitted by the Town Supervisor:

Signature

BE IT RESOLVED, that the Town Supervisor is authorized to sign the 2022 Service Award Program Sponsor Submission Form for the West Walworth Fire Department.

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -23: TO SET CALENDAR SEASON FOR SEASONAL PARK
LABORER EMPLOYEES (2) AS APRIL 9, 2023 TO NOVEMBER 18, 2023, OR AS
NEEDED PER APPROVAL BY TOWN SUPERVISOR**

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

WHEREAS, The Town of Walworth employees 2 seasonal park laborers; and

WHEREAS, the Town Board is required to set the calendar season for a 32-week period annually via resolution;

BE IT RESOLVED that the Walworth Town Board authorizes to set the calendar season for the 2 seasonal park laborers commencing April 9, 2023 and ending November 18, 2023, or as needed per approval by the Town Supervisor.

Adopted this 16th day of March, 2023 at a meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE HIRE AND SET SALARY FOR TWO (2) SEASONAL PARK LABORERS

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

WHEREAS, annually the Town Board will hire and set the salary for seasonal employees; and

WHEREAS, the following rates were established by the 2023 budget and consistent increase from year to year as Collective Bargaining Employees' Wages:

EMPLOYEE	POSITION	HOURS	WAGE
DAVE BARMASTER	SEASONAL PARKS LABORER	40 HOURS / WEEK MAXIMUM – TOTAL 1280 HOURS	\$16.50
DAVE BARMASTER	SEASONAL PARKS LABORER	LIGHT THE NIGHT	\$16.50
MARK KRITALL	SEASONAL PARKS LABORER	40 HOURS / WEEK MAXIMUM – TOTAL 1280	\$16.50
MARK KRITALL	SEASONAL PARKS LABORER	LIGHT THE NIGHT	\$16.50

WHEREAS, the calendar for seasonal employees is set through November 18, 2023, dependent on if budget has funding available;

BE IT RESOLVED, the hiring and the salaries of the two seasonal park laborers are authorized and set as presented, contingent on pre-hire drug and alcohol testing.

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

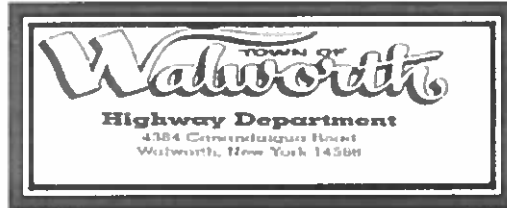
Roll call vote: Councilwoman Linson
Councilman Kelly
Councilman Harden
Councilman Johnson
Supervisor Donalty

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE HIGHWAY SUPERINTENDENT TO IMPLEMENT HIGHWAY DEPARTMENT HOURS OF 4 10-HOUR WORKDAYS BEGINNING APRIL 9, 2023 TO OCTOBER 21, 2023

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

The following was submitted:




Kevin Switzer
Highway Superintendent

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

TO Michael Donalty, Town Supervisor
CC Town Board Members
FROM Kevin Switzer, Highway Superintendent
DATE March 2, 2023
SUBJECT Work Schedule

Be it resolved that the Town Board authorize Kevin Switzer, Highway Superintendent, to implement Highway Department work hours to consist of 4 10-hour workdays (Mon-Thurs) from April 9, 2023 to October 21, 2023. This is to include allowing for the town to reconsider the implemented schedule based on conditions, including weather.

Thank you,

Kevin Switzer
Highway Superintendent
Town of Walworth

BE IT RESOLVED that the Highway Superintendent is authorized to implement Highway Department hours of 4 10-hour work days from April 9, 2023 to October 21, 2023; and allowing the Town to reconsider the implemented schedule based on conditions including weather.

Adopted this 16th day of March, 2023 at a meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: TO AWARD BID CONTRACT TO DAKKSCO PIPELINE CORP. FOR THE DEWBERRY PUMP STATION IMPROVEMENTS IN THE AMOUNT OF \$227,944.00

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

The following was submitted:



March 09, 2023

Mr. Michael Donalty, Town Supervisor
Town of Watworth
3600 Lorraine Drive
Watworth, NY 14568

RE: Recommendation of Award for
Dewberry Pump Station Improvements
Town Bid 2023

Dear Mr. Donalty:

We reviewed the bids received for the Dewberry Pump Station Improvements Project and recommend that the Town of Watworth award the Contract to Dakkaco Pipeline Corp. in the amount of \$227,944.

On March 02, 2023, two bids were received for the project (see attached Summary of Bids). At that time, Dakkaco Pipeline Corp. submitted the apparent low bid in the amount of \$227,944.

We interviewed Dan Moran, the Owner for Dakkaco Pipeline Corp., to ensure they understand the scope and are able to complete the project within the contract duration and in accordance with the construction documents. In addition, we reviewed the list of previous work performed by the Contractor and contacted references associated with those projects. Based on the review, it is our opinion that Dakkaco Pipeline Corp. is qualified to perform the work required to complete the project.

Upon the Town of Watworth's authorization, LaBella Associates will issue a Notice of Award to the contractor and prepare the necessary contract documents.

Regards,

LaBella Associates

Jason R. Ebbs, PE
Project Manager / Engineer

Attachments:

Summary of Bids

\\Projects\Projects\RC\Watworth_Town of\232340 Public Works\232340.013 - Pump Station Over/Building/Ref Opening\Award Recommendation.docx

CONTINUED ON NEXT PAGE



SUMMARY OF BIDS
Town of Putnam
Sewer Pump Station Improvements

March 02, 2023
212140.015

BID #	TOTAL BATE BID	REMARKS	BUYER COMMENTS
Dakksco Pipeline 2 Eastern Pipe Leicester NY 14471	227,944.00	<input checked="" type="checkbox"/> Agreed <input checked="" type="checkbox"/> Rejected <input checked="" type="checkbox"/> Reassignment of address <input checked="" type="checkbox"/> No activity <input checked="" type="checkbox"/> Rejected for Critical Earthwork <input checked="" type="checkbox"/> Rejected for Investigation Certification	_____
CP Ward Incorporated 100 W River Rd PO Box 200 Saratoga NY 14861	204,000.00	<input checked="" type="checkbox"/> Agreed <input checked="" type="checkbox"/> Rejected <input checked="" type="checkbox"/> Reassignment of address <input checked="" type="checkbox"/> No activity <input checked="" type="checkbox"/> Rejected for Critical Earthwork <input checked="" type="checkbox"/> Rejected for Investigation Certification	_____

WHEREAS, the Sewer Superintendent has received two bids from vendors, Dakksco Pipeline Corp. and CP Ward Incorporated; and

WHEREAS, the Town Engineer has recommended awarding the contract to Dakksco Corp.;

WHEREAS, the Sewer Superintendent has met with the Town Engineer and vendor and also recommends the vendor to be awarded the contract;

BE IT RESOLVED that the bid contract for the Dewberry Pump Station Improvements Project be hereby awarded to Dakksco Corp. in the amount of \$227,944.00.

Adopted this 16th day of March 2023, at a meeting of the Town Board.

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

Resolution carried/failed.

RESOLUTION -23: AUTHORIZE THE USE OF ADDITIONAL SEWER CAPITAL RESERVE FUNDS IN THE AMOUNT OF \$156,000.00, TO COVER THE INCREASED COST OF THE DEWBERRY PUMP STATION UPGRADE PROJECT, SUBJECT TO PERMISSIVE REFERENDUM

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

WHEREAS, Resolution 95-22 established a Capital Project to upgrade the Dewberry Pump Station; and

WHEREAS, Resolution 95-22 authorized the use of \$227,590.00 from the Sewer Capital Reserve Fund; and

WHEREAS, the bid opening resulted in a total project cost greater than estimated; and

WHEREAS, there are sufficient funds in the Sewer Capital Reserve Fund (SS231R) to cover the additional costs of the project;

NOW, THEREFORE IT BE RESOLVED, that the Town Board hereby authorizes the transfer of \$156,000.00 from the Sewer Capital Reserve fund, subject to permissive referendum, and approves the following modification to the Capital Project Budget.

Increase Revenues – HB5031 \$156,000.00

Increase Appropriations – HB5130.2 \$156,000.00

For a Total Project Budget \$417,000.00

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -23: TO RE-OBLIGATE \$35,000.00 OF ARPA FUNDS TO
CONSTRUCT A DOG PARK IN THE SHERBURNE ROAD PARK**

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

WHEREAS, for her Community Service project, a local Girl Scout proposed that a dog park be constructed in a Town park, and has offered to assist in the construction of said dog park; and

WHEREAS, the Parks and Facilities Superintendent, along with the Recreation Director, have recommended that the dog park be constructed in the Sherburne Road Park for the use of our residents and their canine companions; and

WHEREAS, the Town previously obligated up to \$100,000.00 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, it is estimated that the total cost to complete this project will not exceed \$35,000.00;

NOW, THEREFORE BE IT RESOLVED, that the Town Board authorizes the use of ARPA funds not to exceed \$35,000.00 to construct a dog park.

Adopted this 16th day of March, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.



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

Date: March 1, 2023

To: Supervisor Donalty & the Walworth Town Board

Re: Month End Report for February 2023

- Registration is underway for Spring which includes Baseball & Softball, and Day Camps.
- Some new programs offered this Spring include an Adult Pottery Class, Dog Obedience and Youth Karate.
- Planning continues for the upcoming market season, and the Summer Concert Series.
- Financial Summary for February
 - Recreation Registration Fees \$6,554.83
 - Lodge Fees \$1450.00
 - Open Air Pavilion Fees \$120.00

Respectfully submitted,

Jacqueline VanLare, Recreation Director



3600 Lorraine Drive
Walworth, NY 14568



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



walrec@townofwalworthny.gov
www.townofwalworthny.gov



Town of Walworth Parks
& Recreation Department

ANIMAL CONTROL OFFICER REPORT
Walworth, NY

Date: March 7, 2023

Dog Control Officer's Name: Lea Dill

Calls for the month of: February, 2023

<u>DESCRIPTION</u>	<u># OF CALLS</u>
1) Reported Stray Sighting (Not picked up).	<u>0</u>
a) Owners reported dog returned home.	<u>0</u>
2) DL 18 processed & taken to Shelter. (Strays picked up).	<u>0</u>
3) DL 18 processed with found stray, returned to owner! Owner charged fee for pick-up.	<u>1</u>
4) Complaints (Barking, defecating on neighbor's lawn, off property - off leash).	<u>4</u>
5) Calls reporting lost dog.	<u>1</u>
6) Dog Bite Cases.	<u>0</u>
7) Court Appearance tickets issued.	<u>0</u>
8) Follow ups on expired license or no license.	<u>4</u>
9) Other - (Please describe)	

Call about a fox hanging out in person back yard and coming up on back deck.

Advised to call a "Wildlife Relocator" or buy an air horn to scare the fox off the deck.

**TOWN OF WALWORTH
BUILDING DEPARTMENT**
3600 Lorraine Drive
Walworth, New York 14568

Monthly Building and Zoning Report

There were 27 other inspections completed during the month of February 2023.

Notice of Violation: 0

Notice to Remedy: 0

Letters regarding Building Permits: 9

Permits Issued: 9

Certificates of Occupancy Issued:

23-003 NVR/Ryan Homes 267 Longleaf Lane

Certificates of Compliance Issued: 9

Soil Test completed: 0

Septic Repair completed: 1

Fire calls: 1

Fire Inspections: 3

Fire Marshall Correspondence: 1

Annual Inspection: 1

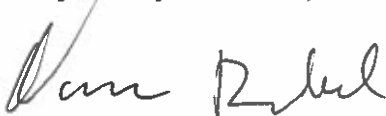
Property Maintenance: 2

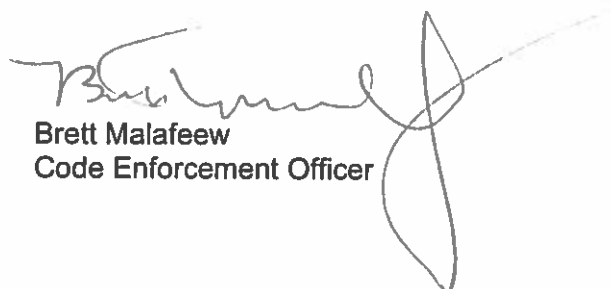
Drainage Issues: 2

Projects in process:

- Generator Town Code Update
- Installation of Knox Boxes at businesses and apartments

Respectfully submitted,


Norman Druschel
Building Inspector


Brett Malafeew
Code Enforcement Officer

Aimee Phillips

From: Walworth Court <court@townofwalworthny.gov>
Sent: Tuesday, March 7, 2023 4:05 PM
To: townclerk@townofwalworthny.gov
Subject: Court Update

The court collected \$1896.00 for the month of February and will be sent to the state on 10th of this month.

Tracie

CONFIDENTIAL NOTICE

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Building Standards and Codes

One Commerce Plaza
 99 Washington Ave, Suite 1160
 Albany, NY 12231-0001
 (518) 474-4073
 Fax. (518) 474-5788
<https://www.dos.ny.gov/dcea>

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2022)

Instructions		
<p>The official who oversees code enforcement activities for your city, town, village, or county jurisdiction must complete this form. If your local government has transferred such responsibilities to another local government by opting out of enforcement or entering a shared services agreement as provided by law, then this official will be part of the other local government. Even if your local government is not required to submit the report because it has transferred responsibility, we recommend you complete this form to assure the Department of State has accurate information about who is responsible for code enforcement in your jurisdiction.</p> <p>The "Reporting Year" is the calendar year (January through December) for which the reported data have been collected. The "Uniform Code" is the New York State Uniform Fire Prevention and Building Code. The "Energy Code" is the New York State Energy Conservation Construction Code. The "Code Official" is the official enforcing the Uniform Code or Energy Code in the $\\$(muni_type)$.</p> <p>If you are submitting on behalf of a local government that administers the Uniform Code or the Energy Code for other local governments, you must submit a separate report on each city, town, village, and county for which you administer those services.</p> <p>If you still have questions after reviewing this form and instructions, please contact the Division of Building Standards and Codes at (518) 474-4073.</p>		
Name of Municipality		
Town of Walworth (540386700000)		
Address	City	Zip Code
3600 Iorraine Drive	walworth	14568
Responsibility for Enforcement of the Uniform Code and the Energy Code		
Did the local government adopt a local law providing it will *not* enforce the Uniform Code and Energy Code that was in effect during the reporting period?		No
Has the local government entered into an agreement pursuant to General Municipal Law, Article 5-G, with one or more other local governments to jointly administer the Uniform Code or Energy Code as authorized by Executive Law Section 381(2)?		No
If yes and a different local government is responsible for administration of Uniform Code, specify:		
If yes and a different local government is responsible for administration of Energy Code, specify:		
Does the local government employ any code enforcement officials or building safety instructors to support its administration of the Uniform Code or Energy Code?		Yes
Submitting Official and Reporting Period		
Local government which employs submitter		Walworth
Name of Person Submitting Report		
norman drruschel		
Phone	Email	
315-986-1400	bldginsp@townofwalworthny.gov	
Reporting Period		
Jan 1, 2022 - Dec 31, 2022		

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2022)

Assignment of Responsibilities by Submitting Local Government

Are third-party contracted services used to meet the requirements of 19 NYCRR Part 1203?	Yes
Does the third-party meet the education requirements of 1203.2(e)(1)?	Unknown
Does the fire department perform fire safety inspections?	If "No", who is responsible for fire safety inspections?
No	Code enforcement officer

Legislative Authorization

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the NYS Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this municipality:

chapter 85 : Fire Prevention and Building Construction

Local Legislative Modifications of Uniform Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes construction standards that are different from the requirements imposed by the Uniform Code?	No
Is each such local law or ordinance approved or pending approval by the State Fire Prevention and Building Code Council pursuant to Executive Law Article 18, Section 379?	
Specify the year and number of the local law(s) or ordinance(s):	

Local Legislative Modifications of Energy Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes energy conservation standards that are different from the requirements imposed by the "Energy Code"?	No
Is each such local law or ordinance filed with State Fire Prevention and Building Code Council pursuant to Energy Law § 11-109?	
Specify the year and number of the local law(s) or ordinance(s):	

Building Permits

Write the number of building permits issued for each occupancy type listed.

	New construction	Addition, alteration, or repair of existing	
One-family dwellings, two-family dwellings, and townhouses	43	11	
Other residential occupancies	0	0	
Nonresidential buildings	0	1	
All other permits (pools, sheds, decks, plumbing, HVAC, etc.)	283	Certificates of Occupancy or Compliance issued for all occupancies	274

Stop Work Orders

Number of Stop Work Orders issued in reporting year?	0
--	----------

Notification of Fire or Explosion

Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney, or gas vent?	Yes
--	------------

Unsafe Structures and Equipment

Have procedures been established for identifying and addressing unsafe structures and equipment?	Yes
--	------------

**UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT
(REPORTING YEAR: 2022)**

Operating Permits

Are operating permits required by the municipality?	Yes
Manufacturing, storing, or handling hazardous materials in quantities exceeding those listed in Tables 5003.1.1(1-4) of the Fire Code of New York State (see 19 NYCRR Part 1225):	0
Hazardous processes and activities, including but not limited to commercial and industrial operations which produce Combustible dust as a byproduct, fruit and crop ripening, and waste handling:	0
Use of pyrotechnic devices in assembly occupancies:	0
Buildings containing one or more areas of public assembly with an occupant load of 100 or more persons:	2
Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code:	0
Parking garages:	0

Other Operating Permits

Describe operating permit category	Number of permits issued
food trucks	120

Special Inspections (as defined in Section 1702 of the Uniform Code)

Does the local government require special inspections?	Yes
Does the local government retain special inspection reports?	Yes
Does the municipality require a statement of special inspections required as part of a condition for permit issuance?	Yes
Does the municipality require special inspection reports to be submitted prior to issuance of certificates of compliance or completion?	Yes

Practices

Please identify all procedures used by the municipality to ensure compliance with the Uniform Code:

field_inspections,plan_reviews,software_report,compliance_checklist

Please identify all procedures used by the municipality to ensure compliance with the Energy Code:

field_inspections,plan_reviews,software_report,compliance_checklist

Record Keeping

Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a-j) been established and maintained?

Yes

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2022)

On average, how many site inspections are conducted for Uniform Code compliance for each new residential building?				12	
On average, how many site inspections are conducted for Uniform Code compliance for each new commercial building?					
On average, how many site inspections are conducted for Energy Code compliance for each new residential building?				3	
On average, how many site inspections are conducted for Energy Code compliance for each new commercial building?				3	
Buildings Containing One Or More Areas of Public Assembly (area with occupant load of 50 or greater)					
Number of buildings	20	Number inspected	20	Not inspected in last 12 months	0
Buildings Containing 3 or More Dwelling Units					
Number of buildings	17	Number inspected	9	Not inspected in last 36 months	8
Number of dwelling units in such buildings				166	
Dormitories					
Number of buildings	0	Number inspected	0	Not inspected in last 36 months	0
Nonresidential Buildings					
Number of buildings	39	Number inspected	15	Not inspected in last 36 months	0

Are any of the numbers reported in this section estimates? **No**

Please describe briefly which figures are estimated and how estimates were calculated.

**UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT
(REPORTING YEAR: 2022)**

Energy Code

The State Energy Conservation Construction Code (Energy Code) was amended and updated in its entirety, effective October 3, 2016. The amended and updated version of the Energy Code includes specific requirements relating to construction documents, applications for building approvals of applications for building permits, and inspections and tests to be performed during construction. The questions in this section of this Report relate to the Municipality's familiarity with, and ability to enforce, these new provisions.

In this section of this Report, the term "2015 IECC" means the 2015 edition of the International Energy Conservation Code (Second Printing, May 2015), the term "2016 Energy Code Supplement" means the publication entitled "2016 Supplement to the New York State Energy Conservation Construction Code (Revised August 2016)," the term "residential building" is as defined in the 2016 Energy Code Supplement, and the term "commercial building" means any building that is not a residential building

The term "residential building" includes: (1) detached one-family dwellings having not more than three stories above grade plane; (2) detached two-family dwellings having not more than three stories above grade plane; (3) buildings that (i) consist of three or more attached townhouse units and (ii) have not more than three stories above grade plane; (4) buildings that (i) are classified in accordance with Chapter 3 of the 2015 International Building Code (as amended) in Group R-2, R-3 or R-4 and (ii) have not more than three stories above grade plane; (5) factory manufactured homes (as defined in section 372(8) of the New York State Executive Law); and (6) mobile homes (as defined in section 372(13) of the New York State Executive Law). For the purposes of this definition of the term "residential building," the term "townhouse unit" means a single-family dwelling unit constructed in a group of three or more attached units in which each unit (i) extends from the foundation to roof and (ii) has open space on at least two sides.

Does the Municipality require that construction documents submitted as part of an application for a building permit? show the following data and features of the building in sufficient detail to allow the Municipality to determine whether the building does or does not comply with the Energy Code:

Representation of building's thermal envelope?

Yes

Insulation materials and their R-values?

Yes

Fenestration U-factor and solar heat gain coefficient (SHGC)?

Yes

Area-weighted U-factor calculations and SHGC values (where applicable)?

Yes

Mechanical system design criteria (Manual "J" and Manual "S" for residential buildings)?

Yes

Mechanical and service water heating system and equipment types, sizes, and efficiencies?

Yes

Economizer description (in the case of a commercial building)?

Yes

Equipment and system controls (in the case of a commercial building)?

Yes

Fan motor horsepower (hp) and controls (in the case of a commercial building)?

Yes

Duct sealing, duct and pipe insulation and location?

Yes

Lighting Fixture schedule with wattage and control narrative (in the case of a commercial building)?

Yes

Location of daylight zones on floor plans (in the case of a commercial building)?

Yes

Air sealing details?

Yes

**UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT
(REPORTING YEAR: 2022)**

When the Municipality determines the construction documents to be in compliance with the applicable requirements of the Energy Code and accept the documents, does the Municipality stamp the construction documents "Reviewed for Energy Code Compliance" and endorse the documents in writing?

Yes

Where the construction documents are required to be prepared by a New York State registered architect or licensed professional engineer, does the Municipality require that the documents bear the seal or stamp and signature of such registered architect or licensed professional engineer and include, immediately above the signature, a statement substantially similar to the following: "To the best of the knowledge, belief, and professional judgment of the undersigned [registered architect or licensed professional engineer], the plans and specifications depicted on these drawings are in compliance with the applicable provisions of the New York State Uniform Fire Prevention and Building Code and the New York State Energy Conservation Construction Code, as currently in effect."?

Yes

Are inspections completed for each of the following (where applicable):

Inspections of footings and foundations to verify compliance with the Energy Code as to R-value, location, thickness, depth of burial and protection of insulation as required by the Energy Code and approved plans and specifications?

Yes

Inspections at framing and rough-in, made before application of interior finish and to verify compliance with the Energy Code as to types of insulation and corresponding R-values and their correct location and proper installation, fenestration properties (U-factor and SHGC and, in the case of a commercial building, VT), and proper installation and air leakage components as required by the Energy Code and approved plans and specifications?

Yes

Inspections at plumbing rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to types of insulation and corresponding R-values and protection, required controls, and required heat traps on potable water heaters?

Yes

Inspections at mechanical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed HVAC equipment type and size, required controls, system insulation, and corresponding R-value; system and damper air leakage (in the case of a commercial building) or system air leakage control (in the case of a residential building); and required energy recovery and economizers (in the case of a commercial building) or programmable thermostats, dampers, whole-house ventilation, and minimum fan efficiency (in the case of a residential building)?

Yes

Inspections at electrical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed lighting systems, components and controls and, if applicable, installation of an electric meter for each dwelling unit?

Yes

A final inspection that verifies, in the case of a commercial building, the installation and proper operation of all building controls required by the Energy Code, the receipt of documentation verifying that activities associated with building commissioning required by the Energy Code have been conducted and that findings of noncompliance corrected, and the receipt of the HVAC system certification required by the Energy Code; and the final inspection shall verify, in the case of a residential building, the installation of all building systems, equipment, and controls required by the Energy Code and their proper operation and the installation of the number of high-efficacy lamps and fixtures required by the Energy Code?

Yes

In the case of residential buildings:

Does the Municipality require that a permanent certificate listing the predominant R-values of insulation installed be completed by the builder or registered design professional and posted on a wall in the space where the furnace is located?

Yes

Does the Municipality require that building envelope values be confirmed as code compliant by at least one of the following methods? Prescriptive, Trade-off method (RESCheck), Energy Rating Index (2015 IECC Section R406)

Yes

In case of detached one-and-two family dwellings, townhouses, and multiple family dwellings of three stories or less, does the local government require that an air leakage test (blower door test) be performed on the completed building envelope?

Yes

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2022)

Does the local government require verification that the air leakage rate is 3 ACH (50 pascals) or less?

Yes

Does the Municipality require that written report of the results of the ACH 50 test be signed by the party conducting the test and provided to the Municipality?

Yes

In a case where any part of the HVAC duct system located outside of the building envelope, does the Municipality require that a duct tightness test be performed?

Yes

Does the code official receive a written report of the results of the test signed by the party conducting the test?

Yes

In the case of commercial buildings:

Does the Municipality require the demonstration of compliance with one of the following compliance paths?

ASHRAE Compliance Path: Compliance with the requirements of ASHRAE 90.1-2013, as amended by the 2016 Energy Code Supplement.

Prescriptive Compliance Path: Compliance with the requirements of (1) Sections C402 through C405 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, (2) Section C406 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, and (3) in the case of tenant spaces, Section C406.1.1 of the 2015 IECC, as amended by the 2016 Energy Code Supplement.

Performance Compliance Path: Compliance with the requirements of Sections C402.5, C403.2, C404, C405.2, C405.3, C405.5, C405.6, and C407 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, with building energy cost to be equal to or less than 85 percent of the standard reference design building.

Yes

Does the Municipality require construction documents to clearly indicate provisions for commissioning and completion requirements in accordance with Section C408 of the 2015 IECC?

Yes

Project Compliance

For each of the following project categories, provide the total number of projects in each category that were completed during the year covered by this report and the number of such completed projects that comply with the applicable requirements of the Energy Code:

New commercial building construction projects completed	0	Completed new commercial building construction projects that are compliant	0
New residential building construction projects completed	43	Completed new residential building construction projects that are compliant	43
Existing commercial building construction projects completed	1	Completed existing commercial building construction projects that are compliant	1
Existing residential building construction projects completed	10	Completed existing residential building construction projects that are compliant	10

With respect to the response to previous question, provide a description of the methods used to verify such compliance with the Energy Code.

Computer program (res check)3rd party documentation Visual in field inspection

UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2022)

Complaints

Total number of all registered Uniform Code related complaints received for reporting year	3	Total number of all registered Uniform Code related complaints received for reporting year	3
Total number of all registered Energy Code related complaints received for reporting year	0	Total number of all registered Energy Code related complaints acted upon for reporting year	0

Are any of the numbers reported in this section estimates?

(Answer 'Yes' if any of the numbers of occupancies or inspections reported were estimated rather than tabulated from electronic records or manual counting of records.)

No

Please describe briefly which figures are estimated and how estimates were calculated.

Additional Information

Please provide any additional information or comments

(Provide any additional information or comments that may prove helpful in processing the form and interpreting your response. Provide feedback on any data that were difficult to obtain and any concerns that might influence the accuracy, completeness, or precision of information you provided.)

Complete your submission

If you are using Google Chrome to submit, you may now print your application. Please click the PRINT button (image of a printer) on the upper right of this screen before you hit submit. This will allow you to print your completed form or save it to a PDF file if your computer supports that. You will not be able to retrieve the form once you submit it. Acknowledge that you have considered printing your form before you submit.

OK

Personnel Reported by the Town of Walworth for 2022

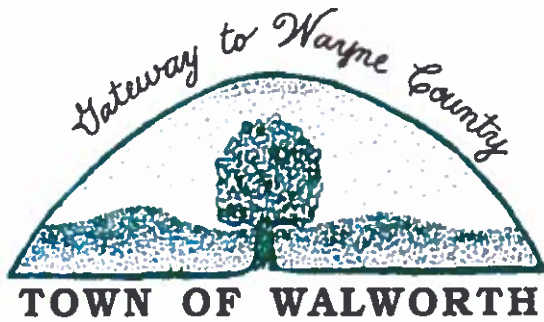
Name	Role	Ctrct Email (if provided)	CEO/BSI Cert. Hr/WkActive?	Training Requirements Fulfillment Basic	2021	2022	2023
------	------	---------------------------	----------------------------	---	------	------	------

Tim McMullen	ceo	no	tmrmodified@hotmail.com	1122-0502	20	Yes	11/21/2022
Brett Malafeew	ceo	no	bmalafeew@gmail.com	0229-0129	25	No	
Norman Druschel	ceo	no	bldginsp@townofwalworthny.g	0189-7138B	40	Yes	1/31/1989 12/2/2021 12/13/2022

NOTE: This information is based on the records processed to date by the Educational Services Unit within the Division of Building Standards and Codes and matched to the certification or training identification numbers of code officials provided by the local government in its annual report.

Discrepancies in your training history should be directed to the Educational Services Unit within the Division of Building Standards and Codes by email to: doscodestraining@dos.ny.gov

Professional Development Elective forms should be submitted to the Educational Services Unit within the Division of Building Standards and Codes by email to: doscodestraining@dos.ny.gov



TOWN OF WALWORTH
Assessor
3600 Lorraine Drive
Walworth, NY 14568
assessor@townofwalworthny.gov
(315) 986-1400 phone
(315) 986-1440 fax

Assessment Department Board Report
February 2023

- Assessor and Assistant completed NYMIR Sexual Harassment/Discrimination Training
- Continuing with file maintenance, inventory verification, updating of property files, etc.
- Continuing with data entry and updated sketching of property cards
- Processed C/Cs and/or C/Os, entered into RPSV4 and valued
- Processed building permits and entered into RPSV4
- Processed 7 transfers/sales
- Processed a 20 parcel split
- Mailed out all exemption second notices to residents (Agricultural, Nonprofit, Disabled, Aged, Clergy, Parsonage) due to office by March 1, 2023
- Mailed out Agricultural Exemption approval letters as requested
- Continue to process bank codes as received
- Updated mailing addresses and tax bill information
- Continuing to mail and enter sales verification forms
- Continuing to process exemption forms as received
- Continuing assistance of residents with questions concerning, STAR Credit, and STAR/other Exemptions
- Assisted walk-in residents with questions and paperwork
- Sent second notices to all residents per Gov. Hochul regarding the Senior Exemption.

Respectfully submitted,

Mel Halstead
Sole Assessor

January 2023 Sales

	A	B	C	D	E	F	G	H	I	P
1	Tax ID#	School Code	Street #	Street Name	Prop Class	Sale Price	Sale Date	Prior Owner	New Owner	street_address
2	61114-07-684829	543401	684	Bills	210	35000	10/26/2022	Wilson, Marilynn	Wilson, John G III	684 Bills Rd Macedon, NY 14502
3	62113-06-373904	543002	1022	Fairway 7	464	1	1/10/2023	Northeast KBS, Inc	Fairway Ridge LLC	6128 Eddy Ridge Rd Williamson, NY 14589
4	61114-17-205085	264201	275	Longleaf	210	1	1/5/2023	Auditore, Remi Sebastian	Auditore, Remi Sebastian	275 Longleaf Ln Macedon, NY 14502
5	61114-17-159061	264201	274	Mildahn	311	58300	1/20/2023	Lehrwood Estates LLC,	NVR, d/b/a Ryan Homes	One Fishers Rd Ste 100 Pittsford, NY 14534
6	61114-17-166063	264201	280	Mildahn	311	58300	1/20/2023	Lehrwood Estates LLC,	NVR, d/b/a Ryan Homes	One Fishers Rd Ste 100 Pittsford, NY 14534
7	63114-00-172196	543002	1879	Sherburne	210	2E+05	5/19/2020	Tuchrello, John & Linda	Anuszkiewicz, Michele	1879 Sherburne Rd Walworth, NY 14568
8	62113-07-539946	543002	3191	Valley	311	1	1/3/2023	Pscherier, Todd	Pscherier, Todd	25 Woodlyn Way Dr Penfield, NY 14526



3451 Ontario Center Road
Walworth NY 14568

Adam Jozwiak, Sewer Superintendent
sewer@townofwalworthny.gov

315-986-1400 ext 10

March 9, 2023

To: Supervisor Mike Donalty

Re: Wastewater Treatment Plant Monthly Report

Please see following the March 2023 monthly report for the Wastewater Treatment Plant from February 11, through March 9, 2023.

- 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 & February 2023 DMR's.
- Responded to 29 UFPO requests: 26 Regular and 3 Emergency.
- Responded to 2 after hour call ins.
- Plowed & Salted Town Hall - 9 trips.
- Snow Blow sidewalks in Gananda (0 trips) and Hamlet (0 trips).
- Troubleshoot transfer switch issue at Penfield 11 Pump Station.
- Removed blower motors from old septic receiving building and stored in filter room.
- Changed O-rings on aerators.
- Cleaned scrap out of Bio Building and took to Alpco. Cleaned Bio Building.
- Dewberry Pump Station Pre-bid meeting.
- On-site meeting for proposed future Round-About on Gananda Parkway.
- Sewer lateral back-up Ontario Center Road, cut roots and flushed.
- Ice removal around treatment plant
- Continued cleaning of bio building, breaking down boxes etc. General housekeeping.
- Baldwin Richardson Foods quarterly meeting.
- Regional project meeting.
- Dewberry P/S bid opening.
- Removed downed tree near Dewberry P/S.
- IDDE training video reviewed for MS4 compliance.
- Met with Amber and Christine regarding treatment cost of collection system. Worked on cost for O&M at plant.
- Worked on concept for sewer extension (cost, etc.) from the Gardens, Canandaigua Road, and Atlantic Avenue.
- Update pump station and pump inventory spreadsheets.

FEBRUARY 2023 HIGHWAY SUMMARY

We had 22 plow runs for the month.

We are still mowing roadside in the town with the Excavator.

We painted the parts room and are reorganizing it.

We are servicing several pieces of equipment that we use in the Spring and Summer months.

We've been working on the snow and ice contract for the State DOT and are waiting for them to get back to us with numbers.

We ordered and mixed and moved 800 ton of salt during the month.

We lettered two of the Highway Pickup Trucks.

Once the weather breaks and we can strip a truck, we will be coming around town to pick up any limbs or trees that have fallen in our right of ways.



March 09, 2023

Mr. Michael Donalty, Town Supervisor
Town of Walworth
3600 Lorraine Drive
Walworth, NY 14568

**RE: Recommendation of Award for
Dewberry Pump Station Improvements
Town Bid 2023**

Dear Mr. Donalty:

We reviewed the bids received for the Dewberry Pump Station Improvements Project and recommend that the Town of Walworth award the Contract to Dakksco Pipeline Corp. in the amount of **\$227,944.**

On March 02, 2023, two bids were received for the project (see attached Summary of Bids). At that time, Dakksco Pipeline Corp. submitted the apparent low bid in the amount of \$227,944.

We interviewed Dan Morin, the Owner for Dakksco Pipeline Corp., to ensure they understand the scope and are able complete the project within the contract duration and in accordance with the construction documents. In addition, we reviewed the list of previous work performed by the Contractor and contacted references associated with those projects. Based on this review, it is our opinion that Dakksco Pipeline Corp. is qualified to perform the work required to complete this project.

Upon the Town of Walworth's authorization, LaBella Associates will issue a Notice of Award to the contractor and prepare the necessary contract documents.

Regards,

LaBella Associates

Jason R. Ebbs, PE
Project Manager / Engineer

Attachments:

Summary of Bids

\\Projects2\projectsNZ\Walworth, Town of\212140 Public Works\212140.015 - Pump Station Eval\Bidding\Bid Opening\Award Recommendation.docx

Michael Donalty

From: Rob Richardson (rrichardson@gflrpc.org) <rrichardson@gflrpc.org>
Sent: Friday, March 10, 2023 3:19 PM
To: supervisor@townofwalworthny.gov; townclerk@townofwalworthny.gov
Subject: Grant Opportunity for the Town of Walworth
Attachments: CEC 1 Pager Final.pdf

Hello-

My name is Rob Richardson, and I am the Clean Energy Communities Coordinator in the Genesee Finger Lakes Region.

I'm reaching out to share an opportunity for the Town of Walworth to earn a match-free \$5,000 grant with minimal effort & at zero cost.

I'd love to meet and discuss how we could work together to bring this money to your community. Would it be possible to schedule a time in the next few weeks?

I've attached a flyer providing information showing a few quick steps that would earn your community that \$5,000 award as well as designation as a NYSERDA Clean Energy Community. One of these steps is free Code Enforcement training being offered March 22nd. You can register by [Clicking Here](#).



[Energy Code Enforcement Training Finger Lakes Region Q1](#)

Across the State, local governments are striving to create a healthy and sustainable environment by...

[events.eventzilla.net](#)

I look forward to hearing from you 😊

Rob Richardson
Clean Energy Communities Coordinator
Genesee/Finger Lakes Regional Planning Council
50 West Main Street, Suite 8107
Rochester, New York 14614
585-454-0190 x21
rrichardson@gflrpc.org
www.gflrpc.org