



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

**315.986.1400**  
**315.926.9154**  
**Fax 315.986.1440**

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

**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**EXECUTIVE SESSION** (To discuss collective bargaining negotiations per Article 14 of Civil Service Law)

**PUBLIC HEARING – 6:30 PM:**      **Local Law No. 8 of 2023 To Amend The Walworth Town Code To Address The Removal Of Obstructions, Snow And Ice From Sidewalks**

**Local Law No. 9 of 2023 To Amend The Walworth Town Code At Chapter 74 To Address Consultant And Professional Fees**

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

**PRESENTATIONS**

**REPORTS OF COMMITTEES (LIAISON/ELECTED OFFICIAL REPORTS:**

**Monthly Report of the Supervisor for August 2023**  
**Monthly Report of the Town Clerk for October 2023**

**RESOLUTIONS:**

- Resolution    -23:    Budget modifications**
- Resolution    -23:    Abstract 11, Approval**
- Resolution    -23:    Authorize the Deputy Town Supervisor to sign the 2024 agreement with Lincoln Fire Department for fire protection services**
- Resolution    -23:    Authorize the Town Supervisor to sign the 2024 agreement with West Walworth Volunteer Fire Department for fire protection services**
- Resolution    -23:    Authorize the Town Supervisor to sign the 2024 agreement with Western Wayne Ambulance, Inc. for emergency medical services**
- Resolution    -23:    Adoption of the 2024 Town of Walworth budget**

(Updated 11/15/2023)

- Resolution -23:** To Set Public Hearing for Town of Walworth Comprehensive Plan update
- Resolution -23:** To approve Local Law No. 8 of 2023 To Amend The Walworth Town Code To Address The Removal Of Obstructions, Snow And Ice From Sidewalks (resolution in share file)
- Resolution -23:** To approve Local Law To Amend The Walworth Town Code At Chapter 74 To Address Consultant And Professional Fees
- Resolution -23:** Authorize the Town Clerk to sign the speed reduction request form pertaining to Swadling Road
- Resolution -23:** Appointment of Emily Kunz as Assessor for the Town of Walworth

**COMMUNICATION:**

- **Walworth Wastewater Treatment Plant Monthly Report for October 2023**
- **Animal Control Officer Report for October 2023**
- **Walworth Recreation Department Month End Report for October 2023**
- **Parks & Facilities Department Monthly Report, dated November 9, 2023**

**NEW AND OTHER BUSINESS:**

**Policies, Procedures and Employee Handbook Review**

**PUBLIC PARTICIPATION**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

## MONTHLY REPORT OF SUPERVISOR

**TO THE TOWN BOARD OF THE TOWN OF WALWORTH:**

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of August, 2023:

DATED: October 23, 2023

  
SUPERVISOR

	Balance 07/31/2023	Increases	Decreases	Balance 08/31/2023
<b>A GENERAL FUND</b>				
CONSOLIDATED CHECKING	1,064,156.38	313,975.15	314,277.62	1,063,853.91
CASH IN SAVINGS - NYCLASS	724,351.10	3,191.03	0.00	727,542.13
ARPA SAVINGS - NYCLASS	653,060.02	2,873.31	2,814.24	653,119.09
ARPA MONEY MARKET - LNB	0.74	2,872.57	2,873.31	0.00
PETTY CASH	820.00	0.00	0.00	820.00
HIGHWAY BUILDING REPAIR/ALTERA	46.25	35,069.19	20,000.00	15,115.44
BLDG EQUIPMENT/SOFTWARE	2,088.48	9.23	0.00	2,097.71
TOWN CLERK EQUIPMENT RESERVE	3,192.18	14.07	0.00	3,206.25
COMPUTER EQ RESERVE SAVINGS	69,865.49	10,332.54	0.00	80,198.03
TOWN HALL CAPITAL RESERVE	260,380.82	1,157.02	0.00	261,537.84
DOG ENUMERATION RESERVE FUND	3,484.34	15.37	0.00	3,499.71
EMPLOYEE BENEFIT RESERVE	2,017.80	8.92	0.00	2,026.72
PARK EQ RESERVE SAVINGS	107,624.52	48,593.38	0.00	156,217.90
RETIREMENT CONTRIBUTION RESERV	10,309.85	45.42	0.00	10,355.27
HAMLET SIDEWALK RESERVE FUND	28,338.77	124.85	0.00	28,463.62
RESERVE FOR RECORDS MANAGEMENT	64,053.58	10,306.94	0.00	74,360.52
TOTAL	2,993,790.32	428,588.99	339,965.17	3,082,414.14
<b>CM1- PARK SPECIAL REVENUE FUND</b>				
CONSOLIDATED CHECKING	126,081.64	9,455.00	2,251.72	133,284.92
TOTAL	126,081.64	9,455.00	2,251.72	133,284.92
<b>CM6- CEMETERIES</b>				
CONSOLIDATED CHECKING	15,359.09	0.00	0.00	15,359.09
TOTAL	15,359.09	0.00	0.00	15,359.09
<b>DA HIGHWAY FUND</b>				
CONSOLIDATED CHECKING	1,171,753.61	4,573.36	259,283.60	917,043.37
CASH IN SAVINGS - NYCLASS	476,973.19	2,101.27	0.00	479,074.46
EMPLOYEES BENEFITS RESERVE	6,707.33	29.56	0.00	6,736.89
MACHINERY RESERVE SAVINGS	260,832.69	101,191.82	0.00	362,024.51
RETIREMENT CONTRIBUTION RESERV	10,309.85	45.42	0.00	10,355.27
TOTAL	1,926,576.67	107,941.43	259,283.60	1,775,234.50
<b>HA TO BE DETERMINED</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00

MONTHLY REPORT OF SUPERVISOR

	Balance 07/31/2023	Increases	Decreases	Balance 08/31/2023
<b>HB DEWBERRY PUMP STATION UPGRADE</b>				
CONSOLIDATED CHECKING	81,163.42	0.00	0.00	81,163.42
CASH IN SAVINGS - NYCLASS	118,796.55	523.34	0.00	119,319.89
TOTAL	199,959.97	523.34	0.00	200,483.31
<b>HC NEW PAVILION IN GINEGAW PARK</b>				
CONSOLIDATED CHECKING	0.00	2,814.24	2,814.24	0.00
TOTAL	0.00	2,814.24	2,814.24	0.00
<b>HD COMPREHENSIVE MASTER PLAN</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
<b>HE GINEGAW RESTROOMS</b>				
CASH - CHECKING	10,900.10	0.00	0.00	10,900.10
TOTAL	10,900.10	0.00	0.00	10,900.10
<b>L LIBRARY FUND</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
<b>MS SELF INSURANCE FUND</b>				
CONSOLIDATED CHECKING	0.00	24.75	0.00	24.75
MONEY MARKET SAVINGS - LNB	2,671.73	9.05	24.75	2,656.03
TOTAL	2,671.73	33.80	24.75	2,680.78
<b>SD1- WALWORTH CONSOLIDATED</b>				
CONSOLIDATED CHECKING	162,315.23	0.00	6,600.00	155,715.23
TOTAL	162,315.23	0.00	6,600.00	155,715.23
<b>SD2- CRYSTAL CREEK DRAINAGE</b>				
CONSOLIDATED CHECKING	2,319.73	0.00	0.00	2,319.73
CRYSTAL CREEK DRAINAGE RES SAV	6,848.40	30.18	0.00	6,878.58
TOTAL	9,168.13	30.18	0.00	9,198.31
<b>SF2- WEST WALWORTH FIRE PROTECTION</b>				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	3,790.92	16.70	0.00	3,807.62
TOTAL	3,790.92	16.70	0.00	3,807.62
<b>SF3- LINCOLN FIRE PROTECTION</b>				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	13,364.65	58.88	0.00	13,423.53
TOTAL	13,364.65	58.88	0.00	13,423.53

MONTHLY REPORT OF SUPERVISOR

	Balance 07/31/2023	Increases	Decreases	Balance 08/31/2023
<b>SL1- WALWORTH LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	33,354.24	0.00	312.03	33,042.21
TOTAL	33,354.24	0.00	312.03	33,042.21
<b>SL2- HARVEST HILL LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	6,509.27	0.00	584.26	5,925.01
TOTAL	6,509.27	0.00	584.26	5,925.01
<b>SL3- GANANDA LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	22,869.76	0.00	1,194.48	21,675.28
TOTAL	22,869.76	0.00	1,194.48	21,675.28
<b>SL4- BROOKSIDE LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	369.27	0.00	12.70	356.57
BROOKSIDE REPAIR RESERVE	4,807.30	21.19	0.00	4,828.49
TOTAL	5,176.57	21.19	12.70	5,185.06
<b>SL5- ORCHARD VIEW LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	5,446.64	0.00	135.80	5,310.84
TOTAL	5,446.64	0.00	135.80	5,310.84
<b>SL6- LEHRWOOD LIGHTING DISTRICT</b>				
CONSOLIDATED CHECKING	1,000.00	0.00	0.00	1,000.00
TOTAL	1,000.00	0.00	0.00	1,000.00
<b>SM GANANDA SIDEWALK DISTRICT</b>				
CASH IN SAVINGS - NYCLASS	0.00	0.00	0.00	0.00
	50,798.72	223.77	0.00	51,022.49
TOTAL	50,798.72	223.77	0.00	51,022.49
<b>SM1- LEHRWOOD SIDEWALK DISTRICT</b>				
CASH IN SAVINGS - NYCLASS	0.00	0.00	0.00	0.00
	505.51	0.00	0.00	505.51
TOTAL	505.51	0.00	0.00	505.51
<b>SP JOHN'S PARK DISTRICT</b>				
CONSOLIDATED CHECKING	3,609.46	0.00	0.00	3,609.46
TOTAL	3,609.46	0.00	0.00	3,609.46
<b>SS WALWORTH SEWER DISTRICT #1</b>				
CONSOLIDATED CHECKING	535,387.22	82,840.20	41,793.67	576,433.75
MONEY MARKET	290,012.37	20,046.53	0.00	310,058.90
PETTY CASH	100.00	0.00	0.00	100.00
SEWER DIST BUILDING RESERVE	206,768.17	910.87	0.00	207,679.04
SEWER EQ RESERVE SAVINGS	131,063.43	577.38	0.00	131,640.81
SEWER CAPITAL RESERVE	98,352.21	433.27	0.00	98,785.48

MONTHLY REPORT OF SUPERVISOR

	Balance 07/31/2023	Increases	Decreases	Balance 08/31/2023
TOTAL	1,261,683.40	104,808.25	41,793.67	1,324,697.98
<b>SW1- WALWORTH WATER DISTRICT #1</b>				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	38,711.78	170.53	0.00	38,882.31
SPECIAL RESERVE, WATER STORAGE	2,364.96	10.41	0.00	2,375.37
TOTAL	41,076.74	180.94	0.00	41,257.68
<b>SW19- WATER EXT #19 LIN/SWA/CO</b>				
CONSOLIDATED CHECKING	3,429.43	0.00	2,342.00	1,087.43
CASH IN SAVINGS	0.15	0.00	0.00	0.15
TOTAL	3,429.58	0.00	2,342.00	1,087.58
<b>SW20- WATER EXT #20 ARBOR/TUMMONDS</b>				
CONSOLIDATED CHECKING	2,675.67	0.00	1,554.00	1,121.67
CASH IN SAVINGS - NYCLASS	0.16	0.00	0.00	0.16
TOTAL	2,675.83	0.00	1,554.00	1,121.83
<b>TA TRUST &amp; AGENCY</b>				
CASH - CHECKING	5,979.47	233,527.00	233,120.76	6,385.71
TOTAL	5,979.47	233,527.00	233,120.76	6,385.71
<b>TC CUSTODIAL TRUST</b>				
CASH - CHECKING	118,567.50	19,450.00	2,154.00	135,863.50
TOTAL	118,567.50	19,450.00	2,154.00	135,863.50
<b>V DEBT SERVICE</b>				
	0.00	0.00	0.00	0.00
ARBOR/TUMMONDS RESERVE SAVINGS	5,678.28	1,582.31	0.00	7,260.59
LIN/SWAD RESERVE SAVINGS	9,667.62	2,389.60	0.00	12,057.22
TOTAL	15,345.90	3,971.91	0.00	19,317.81
TOTAL ALL FUNDS	7,042,007.04	911,645.62	894,143.18	7,059,509.48

# TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK

OCTOBER, 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>40.35</u>
<u>6</u>	MARRIAGE LICENSES NO. 23039 TO 23044	<u>105.00</u>
<u>1</u>	MARRIAGE OFFICIANTS NO. 000001 TO 000001	<u>25.00</u>
<u>1</u>	MISCELLANEOUS	<u>25.00</u>
<u>4</u>	B/D/M RECORDS SEARCH	<u>100.00</u>

**TOTAL TOWN CLERK FEES 295.35**

**A1689**

<u>2</u>	PERC/NEW/SEPTIC REPAIR	<u>300.00</u>
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**TOTAL A1689 300.00**

**A2001**

<u>6</u>	RECREATION	<u>659.00</u>
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**TOTAL A2001 659.00**

**A2110**

<u>2</u>	ZONING BOARD REVIEW	<u>150.00</u>
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**TOTAL A2110 150.00**

**A2115**

<u>1</u>	PB REVIEW FEES/OTHER	<u>150.00</u>
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**TOTAL A2115 150.00**

**A2544**

<u>62</u>	DOG LICENSES	<u>607.00</u>
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**TOTAL A2544 607.00**

**A2555**

<u>24</u>	BUILDING PERMITS	<u>2,700.00</u>
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**TOTAL A2555 2,700.00**

**A2770B**

<u>4</u>	OTHER INCOME BUILDING	<u>100.00</u>
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**TOTAL A2770B 100.00**

**CM2025**

<u>4</u>	FACILITY RENTALS	<u>4,910.00</u>
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**TOTAL CM2025 4,910.00**

**CM2026**

<u>2</u>	DOG PARK REGISTRATION	<u>75.00</u>
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**TOTAL CM2026 75.00**

**CM2089**

<u>4</u>	PARK EXPENDABLE TRUST	<u>2,600.00</u>
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**TOTAL CM2089 2,600.00**

**TOWN CLERK'S MONTHLY REPORT**

OCTOBER, 2023

page 2

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**SS2122**

4 SEWER APPLICATION WALWOR 3,400.00

**TOTAL SS2122 3,400.00**

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**TA301**

10 ESCROW - BLDG PERMITS 2,700.00

**TOTAL TA301 2,700.00**

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**TOWN CLERK'S MONTHLY REPORT**

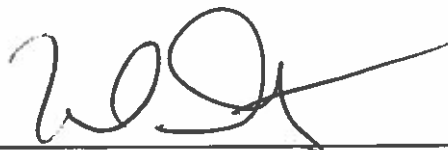
OCTOBER, 2023

page 3

**DISBURSEMENTS**

PAID TO SUPERVISOR FOR GENERAL FUND	<u>4,921.00</u> ✓
DECALS SEPARATE MONTHLY REPORT	<u>40.35</u> ✓
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	<u>2,700.00</u> ✓
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	<u>7,585.00</u> ✓
PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	<u>3,400.00</u> ✓
DECALS SEPARATE MONTHLY REPORT- EFT	<u>690.65</u>
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	<u>76.00</u>
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	<u>135.00</u>
<b>TOTAL DISBURSEMENTS</b>	<b><u>19,548.00</u></b>

NOVEMBER 2, 2023

  
 \_\_\_\_\_, SUPERVISOR  
 Michael Donalty

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

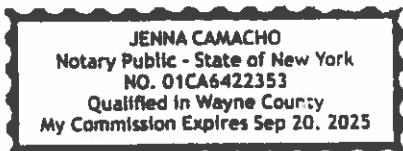
I, Aimee Phillips, being duly sworn, says that I am the Clerk of the TOWN OF WALWORTH that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this

  
 \_\_\_\_\_  
 Town Clerk

2 day of November 2023

  
 \_\_\_\_\_  
 Notary Public



**RESOLUTION -23: BUDGET MODIFICATIONS**

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

**Budget Modifications for Nov 16, 2023**

	\$		Acct #	Description	Acct #		Reason
<b>General Fund</b>							
Transfer	\$	898.00	FROM A7310.43	Day Camp	TO A7310.45	Town Topics Printing/mailling	increase in costs
Transfer	\$	415.00	FROM A7310.48	Farmers Market	TO A7310.45	Town Topics Printing/mailling	
Transfer	\$	50.00	FROM A7310.46	Shirts	TO A7310.45	Town Topics Printing/mailling	

Adopted this 16<sup>th</sup> day of November, 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 11, APPROVAL**

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

**TOWN OF WALWORTH**

**Abstract # 011  
Summary by Fund**

11/14/23  
14:48:11

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	16,858.45	145,587.25	162,445.70
CM1-	PARK SPECIAL REVENUE FUND	141.94	20.87	162.81
DA	HIGHWAY FUND	12,779.72	128,172.77	140,952.49
HC	NEW PAVILION IN GINI-GAW PARK		24.40	24.40
SL3-	GANANDA LIGHT DISTRICT	1,208.28		1,208.28
SS	WALWORTH SEWER DISTRICT #1	2,853.25	87,975.77	90,829.02
TA	TRUST & AGENCY	76,546.13		76,546.13
TC	CUSTODIAL TRUST	100.00	5,609.20	5,709.20
<b>Total:</b>		<b>110,487.77</b>	<b>367,390.26</b>	<b>477,878.03</b>

Voucher Numbers 1424-1593, 151-167, 110-117

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

Adopted this 16<sup>th</sup> day of November, 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 2024 AGREEMENT WITH LINCOLN FIRE DEPARTMENT FOR FIRE PROTECTION SERVICES**

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

**WHEREAS**, a public hearing was held on November 2, 2023 on the 2024 Lincoln Fire Department Agreement for fire protection services; and

**WHEREAS**, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

**BE IT RESOLVED** that the Town Board held the public hearing on November 2, 2023 and that Amber Linson, the Deputy Town Supervisor of the Town of Walworth is hereby authorized to sign the contact with the Lincoln Fire Department for fire protection services in the Lincoln Fire Protection District for the contract amount of \$173,000.00 for the year 2024.

Adopted this 16<sup>th</sup> day of November, 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 TOWN SUPERVISOR TO SIGN THE 2024 AGREEMENT WITH WEST WALWORTH VOLUNTEER FIRE DEPARTMENT FOR FIRE PROTECTION SERVICES**

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

**WHEREAS**, a public hearing was held on November 2, 2023 on the 2024 West Walworth Volunteer Fire Department Agreement for fire protection services; and

**WHEREAS**, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

**BE IT RESOLVED** that the Town Board held the public hearing on November 2, 2023 and that Michael Donalty, the Town Supervisor of the Town of Walworth is hereby authorized to sign the contract with the West Walworth Volunteer Fire Department for fire protection services in the West Walworth Fire Protection District for the contract amount of \$202,695.00 for the year 2024.

Adopted this 16<sup>th</sup> day of November, 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 TOWN SUPERVISOR TO SIGN THE 2024 AGREEMENT WITH WESTERN WAYNE AMBULANCE, INC. FOR EMERGENCY MEDICAL SERVICES**

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

**WHEREAS**, a public hearing was held on November 2, 2023 on the 2024 Western Wayne Ambulance, Inc. Agreement for emergency medical services; and

**WHEREAS**, the Town Board has reviewed any comments made at the public hearing and has reviewed the proposed contract as submitted;

**BE IT RESOLVED** that the Town Board held the public hearing on November 2, 2023 and that Michael Donalty, the Town Supervisor of the Town of Walworth is hereby authorized to sign the contact with the Western Wayne Ambulance, Inc. for emergency medical services in the Town of Walworth for the contract amount of \$33,000.00 for the year 2024.

Adopted this 16<sup>th</sup> day of November, 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: ADOPTION OF THE 2024 TOWN OF WALWORTH BUDGET**

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

**WHEREAS**, the Town Board of the Town of Walworth held a public hearing on November 2, 2023; and

**WHEREAS**, the proposed 2024 Town of Walworth Budget will not exceed the New York State Tax Cap amount of 2 %; and

**WHEREAS**, the Town of Walworth passed Local Law No. 7 of 2023 (Resolution 146-23) on September 21, 2023 to override the tax levy limit established in General Municipal Law §3-c; and

**BE IT RESOLVED** that the budget for the year 2024 be adopted subject to the use of fund balances as follows:

General Fund	\$ 269,488.00
Park Special Revenue Fund	\$ 12,900.00
Highway Fund	\$250,000.00
Debt Service	\$ 4,903.00
Cemeteries	\$0.00
TOTAL	\$537,291.00

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Walworth adopts the 2024 Town of Walworth Budget with the amendments presented.

Adopted this 16<sup>th</sup> day of November, 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 SET PUBLIC HEARING FOR TOWN OF WALWORTH  
COMPREHENSIVE PLAN UPDATE**

Council offered Resolution -23 and moved its adoption. Seconded by Council to wit:

**WHEREAS**, the Walworth Town Board desires to update its long-range plans for the future of the Town of Walworth; and

**WHEREAS**, the Town Board authorized the update of the Town’s 2016 Comprehensive Plan and established a committee to draft such plan; and

**WHEREAS**, the committee has conducted work sessions, a community-wide survey and an open house to gather community input; and

**WHEREAS**, the committee has composed a draft of the updated Comprehensive Plan for Town Board review;

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing shall be had on the Town Comprehensive Plan 2023 Update on **December 7, 2023 at 6:30 p.m.** for the purpose of hearing the public in relation to the Plan document; and

**BE IT FURTHER, RESOLVED**, that the Town Clerk shall advertise said public hearing as required under New York State Law.

Adopted this 16<sup>th</sup> day of November, 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 APPROVE LOCAL LAW NO. 8 OF 2023 TO AMEND THE WALWORTH TOWN CODE TO ADDRESS THE REMOVAL OF OBSTRUCTIONS, SNOW AND ICE FROM SIDEWALKS**

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

**WHEREAS**, a public hearing was duly called for, and held on November 16, 2023, relative to a proposed local law to “Amend the Walworth Town Code to Address the Removal of Obstructions, Snow and Ice from Sidewalks,” and all interested parties were permitted an opportunity to speak thereon; and

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

**RESOLVED**, that, in accordance with the State Environmental Quality Review Act, the Town Board finds that the action is a Type II action pursuant to 6 NYCRR 617.5(c)(1) and no further review is required; and, be it further

**RESOLVED**, that the Town Board hereby adopts said Local Law to “Amend the Walworth Town Code to Address the Removal of Obstructions, Snow and Ice from Sidewalks,” all as set forth in the attached Local Law, which is incorporated herein and made a part hereof; and be it further

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

Adopted this 16<sup>th</sup> day of November, 2023 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -23: TO APPROVE LOCAL LAW TO AMEND THE WALWORTH TOWN CODE AT CHAPTER 74 TO ADDRESS CONSULTANT AND PROFESSIONAL FEES**

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

**WHEREAS**, a public hearing was duly called for, and held relative to a proposed local law “to Amend the Walworth Town Code to Address Consultant and Professional Fees,” and all interested parties were permitted an opportunity to speak thereon; and

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

**RESOLVED**, that the Town Board hereby adopts said Local Law “to Amend the Walworth Town Code to Address Consultant and Professional Fees,” all as set forth in the attached Local Law, which is incorporated herein and made a part hereof; and be it further

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

**RESOLVED**, that consist with such Local Law, the Town of Walworth Fee Schedule is hereby amended such that the block thereon entitled “\*Town Code Chapter 74: Consultant and Professional Fees, Reimbursement of” is revised to read as follows:

\* Per Town Code Chapter 74: Consultant and Professional Fees, Reimbursement of,” consultant fees incurred for consulting, professional, or other related services as described in Chapter 74 shall be borne by the applicant. An escrow deposit may be required in advance to cover the estimated costs. The amounts set forth in this Fee Schedule for escrow represent the minimum initial deposit, and such minimum amounts are subject to review by the Department of the Building Inspector and Code Enforcement and may be required to be greater as per Chapter 74. Should no escrow amount be specified/required, the costs will be billed to the applicant on a monthly basis.

Adopted this 16<sup>th</sup> day of November, 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 TOWN CLERK TO SIGN THE SPEED REDUCTION REQUEST FORM PERTAINING TO SWADLING ROAD**

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

**WHEREAS**, concerns have been raised by residents of the Town of Walworth regarding the current speed limit on Swadling Road; and

**WHEREAS**, the Town of Walworth inquired to Wayne County as to the procedure to request a speed reduction; and

**WHEREAS**, Wayne County Superintendent of Public Works instructed the Town of Walworth to complete and submit form TE9a to begin the process;

The following was submitted:

Regional Traffic Engineer  
Region No. \_\_\_\_\_  
Department of Transportation

Gentlemen:

The Town Board of the Town of \_\_\_\_\_ by a resolution adopted \_\_\_\_\_ and the County Superintendent of Highways of the County of \_\_\_\_\_ hereby request the Department of Transportation, pursuant to Section 1622.1 of the Vehicle and Traffic Law, to establish a lower maximum speed at which vehicles may proceed on

\_\_\_\_\_ County Road  
\_\_\_\_\_ Town Highway

between \_\_\_\_\_ and \_\_\_\_\_

Upon receipt of the notice that the regulation herein requested has been established, the \_\_\_\_\_ of \_\_\_\_\_ will provide, install and maintain signs in accordance with the Vehicle and Traffic Law and conforming to the Manual of Uniform Traffic Control Devices of the Department of Transportation.

Dated: \_\_\_\_\_ Town Clerk

Dated: \_\_\_\_\_ County Superintendent

Comments by County Superintendent:

**RESOLUTION -23: APPOINTMENT OF EMILY KUNZ AS ASSESSOR FOR THE TOWN OF WALWORTH**

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

**WHEREAS**, the Town Board has accepted the resignation of the current assessor, Melissa Halstead; and

**WHEREAS**, the personnel committee completed a search for a replacement and recommends Emily Kunz to fill the position; and

**WHEREAS**, the Town of Walworth acknowledges that Emily Kunz satisfies the minimum qualification standards for real property assessors established by the State Board of Real Property Services; Now

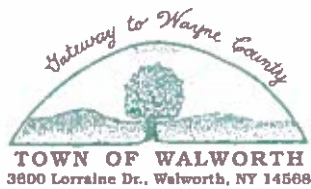
**THEREFORE BE IT RESOLVED** that the Town Board of the Town of Walworth appoints Emily Kunz as Assessor for the Town of Walworth, effective December 1, 2023, to finish the current term that began October 1, 2019 and ends September 30, 2025. The annual starting salary will be \$31,200 with incremental increases as the final three courses are completed as follows.

- Course 1 - \$1,250 per year
- Course 2 - \$1,250 per year
- Course 3 - \$1300 per year will be added to the annual salary upon completion of the final course.

Adopted this 16<sup>th</sup> day of November, 2023, at a meeting of the Town Board.

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

Resolution carried/failed.



**Walworth Wastewater Treatment Plant**  
3451 Ontario Center Road  
Walworth NY 14568  
315.986.1400 ext. 10  
[sewer@townofwalworthny.gov](mailto:sewer@townofwalworthny.gov)

November 8, 2023

To: Supervisor Mike Donalty  
Re: Wastewater Treatment Plant Report - Month of October

- 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 11 days.
- Hauled 40,000 gallons of thickened sludge for disposal to Canandaigua.
- Completed September 2023 DMR's.
- Responded to 66 UFPO requests: 63 Regular and 3 Emergency.
- Responded to 1 after hour call in.
- Completed operator report for September.
- Weekly mowing / maintenance of grass / weeds at sewer plant, pump stations, and cemeteries.
- Training with Jake and Chris from WCWSA to learn plant procedures / maintenance.
- 2016 Ford F250 to Parmenter for new tires.
- Department head meeting.
- Changed batteries at all pump stations.
- Cleaned post-air tank.
- Regional Wastewater Project meeting.
- Documented operating procedures for WWTP and thickener.
- Meeting with LaBella to clear up Dewberry Pump Station cost overrun.
- Put cab and snowblower on Ventrac.
- Put salt spreader on 1 ton truck.
- Cleaned filters in filter room at plant.
- Worked on the gasoline Ventrac, preparing it for snow.
- Training with Jerry from WCWSA on plant, daily checks, and pump stations.
- Colacino performed the semi-annual generator checkups.
- Adam attended training in Henrietta as part of continuing education credits.

Respectfully Submitted,  
Adam Jozwiak, Sewer Superintendent

**ANIMAL CONTROL OFFICER REPORT**  
**Walworth, NY**

Date: October 2023

Dog Control Officer's Name: Lea Dill

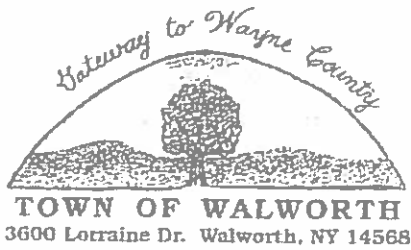
Calls for the month of: October 2023

<u>DESCRIPTION</u>	<u># OF CALLS:</u>
1) Reported Stray Sighting (Not picked up).	<u>3</u>
2) DL 18 processed & taken to Shelter. (Strays picked up).	<u>0</u>
3) DL 18 processed with local pick up charged to the dog owner.	<u>0</u>
4) Nuisance Complaints The location where the complaints are stemming from harbors at least 40 dogs. Court proceeding in progress.	<u>14</u>
5) Owner reporting lost dog.	<u>1</u>
(a) Owner reported the dog returned home.	<u>1</u>
6) Dog Bite Cases.	<u>1</u>
(a) Issued 10-day confinement for dog that attacked.	<u>0</u>
(b) Follow up on 10-day confinement, released from confinement.	<u>0</u>
7) Court Appearance tickets issued.	<u>3</u>
8) Follow ups on expired license or no license.	<u>2</u>

Other - (Please describe \*)

\*1. A few wildlife questions about disposing of a dead racoon and a live racoon in homeowners back yard.

\*2. Racoon hit by car, at side of road in neighborhood. DEC called, never picked up. Went out to location, Racoon still alive and pain. Took to my farm, neighbor Gary Germano put it down.



Jacqueline VanLare  
Town of Walworth  
Recreation Director

Date: November 9, 2023

To: Supervisor Donalty & the Walworth Town Board

Re: Month End Report for October 2023.

- Financial Summary for September
  - Recreation Registration Fees \$4,799.00
  - Lodge Fees \$4875.00
  - Open Air Pavilion Fees \$35.00
  - Dog Park Fees as of 10/31 \$945.00

Respectfully submitted,

  
Jacqueline Van Lare  
Recreation Director



3600 Lorraine Drive  
Walworth, NY 14568



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



[walrec@townofwalworthny.gov](mailto:walrec@townofwalworthny.gov)  
[www.townofwalworthny.gov](http://www.townofwalworthny.gov)



**Parks & Facilities Department**  
3600 Lorraine Drive, Walworth, NY 14568  
Mike Buckley, Parks & Facilities Superintendent  
(315) 986-1400 ext.12  
[parkssuper@townofwalworthny.gov](mailto:parkssuper@townofwalworthny.gov)

November 9, 2023,

To: Supervisor Mike Donalty  
Re: Parks & Facilities Monthly Report

This report is for October 14, 2023, through November 9, 2023:

- Daily inspection and maintenance of the Ginegaw Park lodge and pavilions,
- Performed minor Town Hall maintenance,
- Finished seasonal mowing and string trimming,
- Repaired the grass portion of Dolomite Park's baseball infield,
- Performed leaf pickup and removal,
- Cleaned out flower gardens,
- Winterized drinking fountains,
- Installed snow guards on Park building roof,
- Performed maintenance on Jacobsen 311t,
- Began Light the Night Festival setup,
- Finished Harvest Moon Festival teardown.

Respectfully Submitted,  
Mike Buckley  
Parks & Facilities Superintendent