

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

**PRESENT:**

Michael Donalty	Supervisor
Amber Linson	Councilwoman
Jim Harden	Councilman (entered meeting at 6:40 PM)
Rick Johnson	Councilman
Aimée Phillips	Town Clerk

**ABSENT:**

Alex Kelly	Councilman
Kevin Switzer	Highway Superintendent

**OTHERS PRESENT:** Donald Young, Esq., Town Attorney; Christine Stanford, Town Comptroller; One (1) member of the public.

**MINUTES**

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

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

Motion carried.

**ELECTED OFFICIALS’ REPORTS:**

The following report was submitted to the Town Board:

**Monthly Report of the Town Clerk, September 2023**

Motion by Councilman Johnson to accept the Monthly Report of the Town Clerk for September 2023. Seconded by Councilwoman Linson.

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

Motion carried.

**TOWN CLERK**

Town Clerk Phillips shared the Town of Walworth Comprehensive Plan Committee will be holding an open house on November 15, 2023 from 6:30 to 7:30 PM in the Lodge at Ginegaw Park for residents to review survey results and plan components.

**HIGHWAY SUPERINTENDENT**

On behalf of Highway Superintendent Switzer, Supervisor Donalty informed those present that the upper Town Hall parking lot will be striped the following week.

**COUNCILMAN KELLY** – No report.

**COUNCILWOMAN LINSON**

Councilwoman Linson shared that there would be an update regarding the Dewberry pump station at the next meeting and that the Friends of the Walworth Seely Library Book Sale will be held the following week at the Lodge at Ginegaw Park October 26 – 28, 2023. She also informed those present that the Walworth Historical Society’s next event would take place on November 20, 2023 at 12:00 PM entitled “Soup with Dick and Jane”, and also that the recent Open House held by the Walworth Historical Society was a such a success that they have decided to hold an another, in cooperation with the “Wreaths Across America” group to be held on December 16, 2023 beginning at 2:00 PM.

**COUNCILMAN HARDEN** – No report.

**COUNCILMAN JOHNSON**

Councilman Johnson shared that the interviews for the Sole Assessor position have begun. Also he stated that several licensed cannabis dispensaries have opened in Syracuse, but there are none currently in the Rochester area.

**SUPERVISOR DONALTY**

Supervisor Donalty shared that he had presented Walworth Fire Department members Dick Stalker with the following proclamation at a luncheon recently held in his honor:



**PROCLAMATION**

Honoring **RICHARD "DICK" STALKER**  
for his **fifty-one** years of service to the Walworth Fire Department

**WHEREAS**, Richard "Dick" Stalker began his lengthy service as a volunteer with the Walworth Fire Department on May 1<sup>st</sup>, 1972, and continues to provide this valuable service to this day;

**AND**

**WHEREAS**, for over fifty years, Dick has distinguished himself as a hard-working and dedicated volunteer firefighter, at all times committed to helping his community, and has provided invaluable leadership and guidance to a new generation of firefighters;

**AND**

**WHEREAS**, his fellow firefighters know him as a steady, dependable volunteer and friend, who takes pride in his work and in this community, and who is always ready to lend a helping hand when needed;

**AND**

**WHEREAS**, Dick’s family, friends and fellow firefighters have gathered here today to recognize his invaluable contributions to his community and his endearing friendship;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Walworth Town Board, together with the citizens of this community, do hereby express their sincere appreciation and gratitude for Dick Stalker’s dedication and commitment to his Town and its residents, and congratulate him on achieving this milestone, and wish him many continued years of happiness and good health.

*Presented on behalf of the Town of Walworth this 1st day of October, 2023.*

\_\_\_\_\_  
Michael R. Donalty  
Supervisor, Town of Walworth

**RESOLUTIONS:**

**RESOLUTION 162-23: ABSTRACT 10, APPROVAL**

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

TOWN OF WALWORTH				
Abstract # 010				
Summary by Fund				
10/18/2023 09:16:48				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	17,196.19	77,510.51	94,706.70
CM1-	PARK SPECIAL REVENUE FUND	73.02	219.60	292.62
CM6-	CEMETERIES		12,000.00	12,000.00
DA	HIGHWAY FUND	11,179.86	20,595.05	31,774.91
HC	NEW PAVILION IN GINEGAW PARK		10,400.00	10,400.00
SD1-	WALWORTH CONSOLIDATED DRAINAGE		281.92	281.92
SL1-	WALWORTH LIGHT DISTRICT	472.73		472.73
SL2-	HARVEST HILL LIGHT DISTRICT	738.81		738.81
SL3-	GANANDA LIGHT DISTRICT	1,198.16		1,198.16
SL4-	BROOKSIDE LIGHT DISTRICT	23.79		23.79
SL5-	ORCHARD VIEW LIGHT DISTRICT	271.45		271.45
SS	WALWORTH SEWER DISTRICT #1	2,454.98	9,385.74	11,840.72
TA	TRUST & AGENCY	76,050.36		76,050.36
TC	CUSTODIAL TRUST		10,882.00	10,882.00
<b>Total:</b>		<b>109,659.35</b>	<b>141,274.82</b>	<b>250,934.17</b>

Voucher Numbers 1274-1423, 135-150, 85-109

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

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

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

Resolution carried.

**RESOLUTION 163-23: ADOPTION OF THE TENTATIVE BUDGET AS THE 2024 PRELIMINARY BUDGET**

Councilwoman Linson offered Resolution 163-23 and moved its adoption. Seconded by Councilman Johnson to wit:

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

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

**WHEREAS** the Tentative Budget was submitted to the Town Clerk on September 29, 2023;

**BE IT RESOLVED** that the Walworth Town Board adopts the Tentative Budget as the Preliminary Budget for the 2024 fiscal year with amendments as presented.

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

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

Resolution carried.

At 6:40 PM, Councilman Harden entered the meeting.

**RESOLUTION 164-23: AUTHORIZE PUBLIC HEARING FOR THE WEST WALWORTH FIRE DEPARTMENT 2024 CONTRACT**

Councilwoman Linson offered Resolution 164-23 and moved its adoption. Seconded by Councilman Johnson to wit:

**BE IT RESOLVED**, that a public hearing is scheduled for **Thursday, November 2, 2023 at 6:30 PM** for the purpose of hearing comments regarding the West Walworth Fire Department 2024 Contract.

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

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

Resolution carried.

**RESOLUTION 165-23: AUTHORIZE PUBLIC HEARING FOR THE LINCOLN FIRE DEPARTMENT 2024 CONTRACT**

Councilwoman Linson offered Resolution 165-23 and moved its adoption. Seconded by Councilman Johnson to wit:

**BE IT RESOLVED**, that a public hearing is scheduled for **Thursday, November 2, 2023 at 6:30 PM** for the purpose of hearing comments regarding the Lincoln Fire Department 2024 Contract.

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

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

Resolution carried.

**RESOLUTION 166-23: AUTHORIZE PUBLIC HEARING FOR WESTERN WAYNE AMBULANCE, INC. 2024 CONTRACT**

Councilman Johnson offered Resolution 166-23 and moved its adoption. Seconded by Councilwoman Linson to wit:

**BE IT RESOLVED**, that a public hearing is scheduled for **Thursday, November 2, 2023 at 6:30 PM** for the purpose of hearing comments regarding the Western Wayne Ambulance, Inc. 2024 Contract.

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

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

Resolution carried.

**RESOLUTION 167-23: AUTHORIZE PUBLIC HEARING FOR 2024 PRELIMINARY BUDGET**

Councilwoman Linson offered Resolution 167-23 and moved its adoption. Seconded by Councilman Johnson to wit:

**WHEREAS**, the Town Board desires to schedule a Public Hearing on **Thursday, November 2, 2023 at 6:30 PM** for the purpose of hearing comments regarding the 2024 Preliminary Budget; and

**WHEREAS**, the Town Board directs the Town Clerk to publish the notice stating compensation proposed to be paid to each Elected Official (Town Law§108), effective January 1, 2024; and

**BE IT RESOLVED**, that the Town Board will hold a Public Hearing on said 2024 Preliminary Budget at the Walworth Town Hall, 3600 Lorraine Drive, in the Town of Walworth, New York at **6:30 PM on Thursday, November 2, 2023**;

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

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


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

Resolution carried.

**RESOLUTION 168-23: STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS (RS2417-A)**

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

The following was submitted:

Office of the New York State Comptroller  
  
 New York State and Local Retirement System  
 110 State Street, Albany, New York 12244-0001  
 Please type or print clearly in blue or black ink

Employer Location Code  
3 0 1 6 6

Received Date

**Standard Work Day and Reporting Resolution for Elected and Appointed Officials**

**RS 2417-A**  
(Rev. 11/19)

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

BE IT RESOLVED, that the TOWN OF WALWORTH / 30168 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYS LRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
AMBER LINSON			TOWN BOARD MEMBER	01/01/2020-12/31/2023	6	7.71	<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
<b>Appointed Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, AIMEE PHILLIPS secretary/clerk of the governing board of the TOWN OF WALWORTH of the State of New York,  
(Name of Secretary or Clerk) (Circle one) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 19 day of OCTOBER, 2023 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the TOWN OF WALWORTH on this 19 day of OCTOBER, 2023.  
(Signature of Secretary or Clerk) (Name of Employer)

**Affidavit of Posting:** I, AIMEE PHILLIPS being duly sworn, deposes and says that the posting of the Resolution began on 19 day of OCTOBER, 2023 and continued for at least 30 days. That the Resolution was available to the public on the: 19 day of OCTOBER, 2023.

Employer's website at: \_\_\_\_\_  
 Official sign board at: \_\_\_\_\_  
 Main entrance Secretary or Clerk's office at: \_\_\_\_\_

(seal)

Page \_\_\_\_\_ of \_\_\_\_\_ (for additional rows, attach a RS 2417-B form.)

Town Clerk Phillips explained the need for this resolution.

**BE IT RESOLVED**, that the Town Clerk post and submit as required.

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

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

Resolution carried.

**RESOLUTION 169-23: AUTHORIZING ISSUANCE OF REQUEST FOR PROPOSALS FOR VARIOUS SERVICE PROVIDERS**

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

**WHEREAS**, the Town of Walworth frequently contracts with various professional service providers for specialty services to be performed on an occasional basis; and

**WHEREAS**, while the current providers of these services have done so satisfactorily, the contracts have not been updated in several years; and

**WHEREAS**, the Town Board wishes to act with due diligence in ensuring that the Town is receiving the best value for the services provided; and

**WHEREAS**, thus, the Town of Walworth seeks proposals from qualified professional service providers for the following services:

- Prosecuting Attorney
- Independent Auditing
- Computer and Information Technology
- Planning and Engineering;

**NOW, THEREFORE, BE IT RESOLVED**, that the Walworth Town Board hereby approves the issuance of a request for proposal (“RFP”) from qualified professional service providers in the aforementioned fields of service in accordance with the requirements of New York State Law; and, be it further

**RESOLVED**, that such RFPs be in the form attached hereto.

Supervisor Donalty explained the reasoning for this resolution.

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

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

Resolution carried.

**COMMUNICATION:**

- **Town of Walworth Wastewater Treatment Plant Report for the month of August 2023**
- **Animal Control Officer Report for September 2023**
- **Thank you note from Dick Stalker for statements at 51<sup>st</sup> anniversary celebration luncheon**
- **JCAP Requests from Walworth Town Court**
- **Summary of Highway Work For September 2023**
- **Parks & Facilities Monthly Report, dated October 16, 2023**
- **Recreation Department Month End Report for September 2023**
- **Monthly Building and Zoning Report for the month of September 2023**
- **Proclamation honoring Richard “Dick” Stalker for his fifty-one years of service to the Walworth Fire Department**

**TOWN BOARD MEETINGS:**

DATE	TIME	MEETING TYPE
NOVEMBER 2, 2023	6:30 PM	REGULAR
NOVEMBER 16, 2023	6:30 PM	REGULAR
DECEMBER 7, 2023	6:30 PM	REGULAR

Supervisor Donalty stated that the presentation at the December 7, 2023 Town Board meeting would be George Bastido, Wayne County Emergency Management, regarding the 2024 Solar Eclipse.

**NEW AND OTHER BUSINESS:**

➤ **Employee Handbook/Policies and Procedures Manual Updates**

Councilwoman Linson stated that the Employment Handbook continued to be with the labor and Union attorneys for review.

➤ **Dolomite Park Update**

Councilwoman Linson shared that the Wayne Youth Lacrosse organization was approved to use the field for the remainder of the season but has yet to contact the Town for this use. Also, she stated that an agreement was in effect for the Parks Department to complete the repairs to the field, with the Wayne Youth Lacrosse organization supplying the materials.

➤ **Wayne County Water and Sewer Authority Control Agreement**

Town Attorney Young stated that the Wayne County Water and Sewer Authority needs an updated control agreement, and he will forward a draft to the Town Board for review.

**PUBLIC PARTICIPATION:**

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

**ADJOURNMENT:**

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

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

Motion carried.

Time: 6:54 PM

Following the adjournment, the Town Board remained in the meeting room for a session of attorney client privilege.

Respectfully Submitted,  
 Aimée Phillips  
 Town Clerk