



**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**  
**FEBRUARY 15, 2024 6:30 PM**

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

**MINUTES:**     February 1,2024     Regular Meeting

**PRESENTATIONS:**

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

Monthly Report of the Supervisor for December 2023  
Monthly Report of the Town Clerk for January 2024  
Receiver of Taxes Report January 16-February 13, 2024

**RESOLUTIONS:**

**Resolution -24:** To amend the 2024 Town Fee Schedule Recreation Field Use Fees

**Resolution -24:** Budget modification to appropriate an additional \$320,000 of fund balance to fund the Walworth-Seely Public Library

**Resolution -24:** Authorize the Town Supervisor to sign the Williamson Law Book Company annual software support contract for payroll

**Resolution -24:** Release letter of credit funds for Lehrwood Estates Subdivision – section 2 in the amount of \$116,044.41

**Resolution -24:** Authorize the Town Board to sign resolution approving 2023 certified points for the Lincoln Fire Department Length Of Service Program

**Resolution -24:** Abstract 2, Approval

**Resolution -24:** Authorization for Labella Associates, P.C., to solicit bids for the proposed restroom construction at Ginegaw Park, per the February 12, 2024, probable cost estimate, at a cost not to exceed \$619,200.00

**Resolution -24:** To appoint Town resident Kristen Rush to serve as Planning/Zoning Board of Appeals alternate member

(Updated 2/13/2024)

### **COMMUNICATION:**

- Animal Control Officer Report, dated January 30,2024
- Wasterwater Treatment Plant Report- January 2024
- Town Of Walworth Highway Department Monthly Report-January 2024
- Walworth Justice Couty Monthly Report- January 2024
- Parks Department Report January 13-Feruary 9, 2024
- Month End Report Recreation- January 2024
- Assessment Department Report- December 2023-February 2024

### **NEW AND OTHER BUSINESS**

- Discuss enacting a moratorium on solar installations
  
- Discuss rezoning of a portion of the Route 441 corridor for business development

### **PUBLIC PARTICIPATION**

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

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

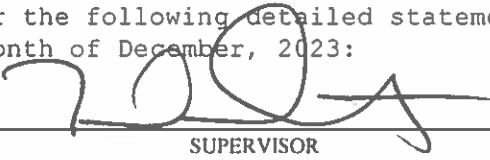
(Updated 2/13/2024)

# 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 December, 2023:

DATED: January 18, 2024

  
SUPERVISOR

	Balance 11/30/2023	Increases	Decreases	Balance 12/31/2023
<b>A GENERAL FUND</b>				
CONSOLIDATED CHECKING	1,076,952.50	39,087.05	201,387.88	914,651.67
CASH IN SAVINGS - NYCLASS	737,147.74	28,539.47	0.00	765,687.21
ARPA SAVINGS - NYCLASS	580,420.00	2,639.88	5,892.50	577,167.38
PETTY CASH	820.00	200.00	0.00	1,020.00
HIGHWAY BUILDING REPAIR/ALTERA	15,314.98	68.86	0.00	15,383.84
BLDG EQUIPMENT/SOFTWARE	2,125.44	9.59	0.00	2,135.03
TOWN CLERK EQUIPMENT RESERVE	3,248.62	14.59	0.00	3,263.21
COMPUTER EQ RESERVE SAVINGS	81,256.85	365.45	0.00	81,622.30
TOWN HALL CAPITAL RESERVE	264,990.88	1,191.73	0.00	266,182.61
DOG ENUMERATION RESERVE FUND	3,545.88	15.88	0.00	3,561.76
EMPLOYEE BENEFIT RESERVE	2,053.50	9.25	0.00	2,062.75
PARK EQ RESERVE SAVINGS	158,280.36	711.82	0.00	158,992.18
RETIREMENT CONTRIBUTION RESERV	10,491.99	47.17	0.00	10,539.16
HAMLET SIDEWALK RESERVE FUND	28,839.46	129.71	0.00	28,969.17
RESERVE FOR RECORDS MANAGEMENT	75,342.31	338.84	25,224.32	50,456.83
TOTAL	3,040,830.51	73,369.29	232,504.70	2,881,695.10
<b>CM1- PARK SPECIAL REVENUE FUND</b>				
CONSOLIDATED CHECKING	140,612.79	11,850.00	1,661.10	150,801.69
TOTAL	140,612.79	11,850.00	1,661.10	150,801.69
<b>CM6- CEMETERIES</b>				
CONSOLIDATED CHECKING	3,270.10	0.00	1,200.00	2,070.10
TOTAL	3,270.10	0.00	1,200.00	2,070.10
<b>DA HIGHWAY FUND</b>				
CONSOLIDATED CHECKING	639,627.54	76,827.84	111,911.01	604,544.37
CASH IN SAVINGS - NYCLASS	485,399.56	2,182.94	0.00	487,582.50
EMPLOYEES BENEFITS RESERVE	6,825.85	30.69	0.00	6,856.54
MACHINERY RESERVE SAVINGS	366,804.24	1,649.59	0.00	368,453.83
RETIREMENT CONTRIBUTION RESERV	10,491.99	47.17	0.00	10,539.16
TOTAL	1,509,149.18	80,738.23	111,911.01	1,477,976.40
<b>HA TO BE DETERMINED</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
<b>HB DEWBERRY PUMP STATION UPGRADE</b>				

## MONTHLY REPORT OF SUPERVISOR

	Balance 11/30/2023	Increases	Decreases	Balance 12/31/2023
CONSOLIDATED CHECKING	81,163.42	0.00	5,545.30	75,618.12
CASH IN SAVINGS - NYCLASS	120,895.25	543.72	0.00	121,438.97
TOTAL	202,058.67	543.72	5,545.30	197,057.09
HC NEW PAVILION IN GINEGAW PARK				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
HD COMPREHENSIVE MASTER PLAN				
CASH - CHECKING	0.00	5,892.50	5,892.50	0.00
TOTAL	0.00	5,892.50	5,892.50	0.00
HE GINEGAW RESTROOMS				
CASH - CHECKING	10,900.10	0.00	0.00	10,900.10
TOTAL	10,900.10	0.00	0.00	10,900.10
L LIBRARY FUND				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
MS SELF INSURANCE FUND				
	0.00	0.00	0.00	0.00
MONEY MARKET SAVINGS - LNB	2,682.60	9.11	0.00	2,691.71
TOTAL	2,682.60	9.11	0.00	2,691.71
SD1- WALWORTH CONSOLIDATED				
CONSOLIDATED CHECKING	155,433.31	0.00	0.00	155,433.31
TOTAL	155,433.31	0.00	0.00	155,433.31
SD2- CRYSTAL CREEK DRAINAGE				
CONSOLIDATED CHECKING	2,319.73	0.00	0.00	2,319.73
CRYSTAL CREEK DRAINAGE RES SAV	6,969.38	31.33	0.00	7,000.71
TOTAL	9,289.11	31.33	0.00	9,320.44
SF2- WEST WALWORTH FIRE PROTECTION				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	3,857.88	17.36	0.00	3,875.24
TOTAL	3,857.88	17.36	0.00	3,875.24
SF3- LINCOLN FIRE PROTECTION				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	13,600.78	61.15	0.00	13,661.93
TOTAL	13,600.78	61.15	0.00	13,661.93
SL1- WALWORTH LIGHT DISTRICT				

**MONTHLY REPORT OF SUPERVISOR**

	Balance 11/30/2023	Increases	Decreases	Balance 12/31/2023
CONSOLIDATED CHECKING	31,616.08	0.00	568.52	31,047.56
TOTAL	31,616.08	0.00	568.52	31,047.56
<b>SL2- HARVEST HILL LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	3,701.48	0.00	871.45	2,830.03
TOTAL	3,701.48	0.00	871.45	2,830.03
<b>SL3- GANANDA LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	18,044.21	0.00	1,594.47	16,449.74
TOTAL	18,044.21	0.00	1,594.47	16,449.74
<b>SL4- BROOKSIDE LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	284.88	0.00	28.81	256.07
BROOKSIDE REPAIR RESERVE	4,892.24	22.01	0.00	4,914.25
TOTAL	5,177.12	22.01	28.81	5,170.32
<b>SL5- ORCHARD VIEW LIGHT DISTRICT</b>				
CONSOLIDATED CHECKING	4,489.74	0.00	334.70	4,155.04
TOTAL	4,489.74	0.00	334.70	4,155.04
<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>				
CONSOLIDATED CHECKING	0.00	5,000.00	188.05	4,811.95
CASH IN SAVINGS - NYCLASS	51,696.13	232.50	5,000.00	46,928.63
TOTAL	51,696.13	5,232.50	5,188.05	51,740.58
<b>SM1- LEHRWOOD SIDEWALK DISTRICT</b>				
	0.00	0.00	0.00	0.00
CASH IN SAVINGS - NYCLASS	514.25	0.00	0.00	514.25
TOTAL	514.25	0.00	0.00	514.25
<b>SP JOHN'S PARK DISTRICT</b>				
CONSOLIDATED CHECKING	3,609.46	0.00	1,936.26	1,673.20
TOTAL	3,609.46	0.00	1,936.26	1,673.20
<b>SS WALWORTH SEWER DISTRICT #1</b>				
CONSOLIDATED CHECKING	658,236.08	20,669.78	64,125.65	614,780.21
MONEY MARKET	341,495.58	1,160.15	0.00	342,655.73
PETTY CASH	100.00	0.00	0.00	100.00
SEWER DIST BUILDING RESERVE	210,420.97	946.33	0.00	211,367.30
SEWER EQ RESERVE SAVINGS	133,378.86	599.85	0.00	133,978.71
SEWER CAPITAL RESERVE	100,089.71	450.15	0.00	100,539.86

MONTHLY REPORT OF SUPERVISOR

	Balance 11/30/2023	Increases	Decreases	Balance 12/31/2023
TOTAL	1,443,721.20	23,826.26	64,125.65	1,403,421.81
SW1- WALWORTH WATER DISTRICT #1				
CONSOLIDATED CHECKING	0.00	7,000.00	7,000.00	0.00
CASH IN SAVINGS - NYCLASS	39,395.66	177.16	7,000.00	32,572.82
SPECIAL RESERVE, WATER STORAGE	2,406.80	10.85	0.00	2,417.65
TOTAL	41,802.46	7,188.01	14,000.00	34,990.47
SW19- WATER EXT #19 LIN/SWA/CO				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SW20- WATER EXT #20 ARBOR/TUMMONDS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TA TRUST & AGENCY				
CASH - CHECKING	10,205.82	173,912.51	177,862.22	6,256.11
TOTAL	10,205.82	173,912.51	177,862.22	6,256.11
TC CUSTODIAL TRUST				
CASH - CHECKING	149,049.05	8,120.00	2,541.50	154,627.55
TOTAL	149,049.05	8,120.00	2,541.50	154,627.55
V DEBT SERVICE				
	0.00	0.00	0.00	0.00
ARBOR/TUMMONDS RESERVE SAVINGS	7,356.47	33.13	0.00	7,389.60
LIN/SWAD RESERVE SAVINGS	12,216.39	54.92	0.00	12,271.31
TOTAL	19,572.86	88.05	0.00	19,660.91
TOTAL ALL FUNDS	6,875,884.89	390,902.03	627,766.24	6,639,020.68

# TOWN CLERK'S MONTHLY REPORT

TOWN OF WALWORTH, NEW YORK

JANUARY, 2024

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>2</u>	MARRIAGE LICENSES NO. 24001 TO 24002	<u>35.00</u>
	<u>1</u>	MISCELLANEOUS	<u>500.00</u>
	<u>6</u>	B/D/M RECORDS SEARCH	<u>200.00</u>
TOTAL TOWN CLERK FEES			735.00
A1550			
	<u>1</u>	DOG PICK UP	<u>75.00</u>
TOTAL A1550			75.00
A1689			
	<u>1</u>	PERC/NEW/SEPTIC REPAIR	<u>100.00</u>
TOTAL A1689			100.00
A2001			
	<u>4</u>	RECREATION	<u>521.00</u>
TOTAL A2001			521.00
A2115			
	<u>1</u>	PB REVIEW FEES/OTHER	<u>300.00</u>
TOTAL A2115			300.00
A2544			
	<u>110</u>	DOG LICENSES	<u>1,066.00</u>
TOTAL A2544			1,066.00
A2555			
	<u>8</u>	BUILDING PERMITS	<u>925.00</u>
TOTAL A2555			925.00
A2770B			
	<u>1</u>	OTHER INCOME BUILDING	<u>25.00</u>
TOTAL A2770B			25.00
CM2025			
	<u>11</u>	FACILITY RENTALS	<u>3,805.00</u>
TOTAL CM2025			3,805.00
CM2089			
	<u>2</u>	PARK EXPENDABLE TRUST	<u>1,300.00</u>
TOTAL CM2089			1,300.00
SS2122			
	<u>1</u>	SEWER APPLICATION WALWOR	<u>850.00</u>
TOTAL SS2122			850.00

TOWN CLERK'S MONTHLY REPORT

JANUARY, 2024

page 2

<b>TA30I</b>			
	<u>2</u>	ESCROW - BLDG PERMITS	<u>600.00</u>
<b>TOTAL TA30I</b>			<b>600.00</b>



# TOWN CLERK'S MONTHLY REPORT

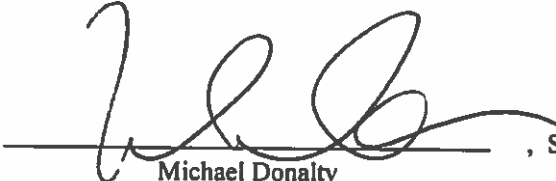
JANUARY, 2024

page 3

## DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	3,747.00 ✓
PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	600.00 ✓
PAID TO SUPERVISOR FOR CEMETERY/PARK EXPENDABLE	5,105.00 ✓
PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	850.00 ✓
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	128.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	45.00
<b>TOTAL DISBURSEMENTS</b>	<b>10,475.00</b>

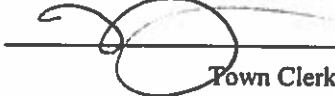
FEBRUARY 1, 2024

  
\_\_\_\_\_, 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

1 day of February 2024

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

JENNA CAMACHO  
Notary Public - State of New York  
NO. 01CA6422353  
Qualified in Wayne County  
My Commission Expires Sep 20, 2025

**Town of Walworth Board Report**

**02/14/2024**

**January 16-February 13, 2024**

**Tax dollars collected**

Principal- \$7,056,961.72

Interest- \$606.69

Mail fee- \$0.00

**Disbursement to the Town of Walworth**

CK# 752	\$1,437,397.00	Highway
CK# 800	\$785,774.00	WWTP Capitol Project
CK# 801	\$396,337.00	Walworth Fire District
CK# 802	\$1500.00	Orchard View Light District
CK# 803	\$4500.00	Walworth Light District
CK# 804	\$230.00	Brookside Light District
CK# 805	\$2025.00	Jones Park
CK# 806	\$2006.32	Arbor/Tummons
CK# 807	\$2440.53	Omitted Town Tax
CK# 808	\$500.00	Lehrwood Sidewalk District
CK# 809	\$500.00	Lehrwood Light District
CK# 810	\$200.00	Property Clean up
CK# 811	\$221,920.00	Lincoln Fire Protection
CK# 812	\$83,621.75	Relevied Water Charges

**TOTAL= \$2,938,951.60**

**Overpayment returns**

CK# 813	\$14,421.55	CoreLogic Overpayment
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**Disbursement to Wayne County Treasurer**

CK# 814	\$1,750,000.00	Wayne County Treasurer
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Jenna Camacho

**RESOLUTION -24: TO AMEND THE 2024 TOWN FEE SCHEDULE RECREATION  
FIELD USE FEES**

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

WHEREAS, the 2024 Town Fee Schedule specifies that the Field Usage Fees are as followed:

Tier 1: 75% or greater of group/team roster are Walworth residents, and proof of 501(c)(3) designation

Tier 2: 74% or fewer of group/team roster are Walworth residents, and no proof of 501(c)(3) designation

Additional fees: Includes Paint and/or chalk used, and labor

WHEREAS, it is necessary to use both resident status and neighboring school district to determine tiers.

WHEREAS, The Town Of Walworth has a split of residents between Gananda and Wayne Central School districts

WHEREAS, the goal is to work in partnership with the districts to support their respective youth programs and development

NOW, THEREFORE BE IT RESOLVED that the Town Board hereby amends the 2024 Fee Schedule as indicated below:

Tier #1: Greater Walworth Community Partners

- At least 75% of group/team roster are Walworth Residents and/or Gananda or Wayne CSD families.
- Or Proof of Non-Profit Designation

Tier #2: Non-Community/For-Profit

- 74% or fewer of group/team roster are Walworth Residents and/or Gananda or Wayne CSD families.
- No proof of Non-Profit Designation

Additional fees: Includes paint and/or chalk used, labor, and any mowing in addition to the regular field maintenance mowing schedule

Adopted this 15th day of February, 2024 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -24: BUDGET MODIFICATION TO APPROPRIATE AN  
ADDITIONAL \$320,000 OF FUND BALANCE TO FUND THE WALWORTH-SEELY  
PUBLIC LIBRARY**

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

**WHEREAS**, the Walworth-Seely Public Library successfully executed a Chapter 414 Rerendum in the November 2023 election, and

**WHEREAS**, the Referendum set the amount of financial support at \$320,000, and

**WHEREAS**, the \$320,000 was not raised via a tax levy by the Town, and

**WHEREAS**, the Town of Walworth has sufficient funds available in fund balance, and

**WHEREAS**, the Town Board has considered all options available to fund the Library for 2024, and has determined that using additional fund balance is in the best interest of the Town;

**NOW THEREFORE BE IT RESOLVED** that the Town Board authorizes the following budget modification to fund the Library for the 2024 fiscal year from fund balance.

**General Fund (A)**

Appropriate additional Fund Balance (A599) \$320,000.00

Increase Appropriations (A9901.90) \$320,000.00

**Library Fund (L)**

Increase Revenues (L5031) \$320,000.00

Increase Appropriations (L3410.400) \$320,000.00

**BE IF FURTHERED RESOLVED** that the Town Comptroller shall pay the library as soon as practicable.

Adopted this 15<sup>th</sup> day of February, 2024 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -24: 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

January 15, 2024

Town of Vassar  
3900 Corporate Drive  
Vassar, NY 14564

**ANNUAL SOFTWARE SUPPORT CONTRACT**  
(This contract is an order of commitment) that Software Support coverage for the following program(s):

**Payroll**  
(7124 through 72125)

This agreement is between Williamson Law Book Company (N.B.) and the Town of Vassar (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support in accordance with the service level agreement (SLA) program(s). Support will be provided by internet phone or face-to-face meeting to include hours.
- To do a full program backup/restore and file transfer.
- A 24-hour emergency response for any software change.

The customer agrees to:

- Maintain a backup of all program data.
- Maintain a backup of all program data.
- Maintain a backup of all program data.

Payment for this contract shall be \$1,400.00 per year for the program(s) listed.

**\*\*\*Please sign and return ORIGINAL of this contract with your payment\*\*\***

Signature of  
*[Signature]*  
Williamson Law Book Company

Accepted by the Town of Vassar

By \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Adopted this 15th day of February, 2024 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -24: RELEASE LETTER OF CREDIT FUNDS FOR LEHRWOOD ESTATES SUBDIVISION – SECTION 2 IN THE AMOUNT OF \$116,044.41**

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



February 8, 2024

Town of Weirforth, Town Board  
3600 Lorraine Drive  
Weirforth, New York 14568  
Via Email

RE: Lehrwood Estates Subdivision – Section 2  
Letter of Credit Reduction #2  
LaBella Project No. 212141.108

Dear Town Board Members:

We have reviewed the attached Letter of Credit Reduction prepared by Marathon Engineering dated 2/7/2024 and concur with the amount being requested for release totaling \$116,044.41. Town representatives and I have regularly visited the project site to verify that the improvements have been completed in general conformance with the approved plans and Town specifications for the items requested in this release. There are some outstanding items that remain to be completed and a balance in the amount of \$98,484.00 has been left in the Letter of Credit to cover these. Once all the work is completed, we would expect a request for another release and ultimately the Town will secure a 2 year Maintenance Bond equalling 10% of all of the dedicated items.

Please feel free to contact me with any questions. I can be reached via email at [mmsimon@labellapc.com](mailto:mmsimon@labellapc.com) or on cell phone at 655-465-3375. Thank you.

Respectfully submitted,

LaBella Associates

Michael A. Simon  
Civil Regional Leader

CC: Via Email  
Attachement

Jenna Camacho, Town Clerk  
Norm Druschet, Building Inspector  
Donald Young, Esq.  
Paul Egan, Lehrwood Estates LLC  
Matt Tomlinson, Marathon Engineering

300 State Street, Suite 201 Rochester, NY 14614 | (585) 454-6310 | (585) 454-3060  
[www.labellapc.com](http://www.labellapc.com)

**WHEREAS**, the Town Board has received a recommendation from the Town Engineer authorizing the release of one hundred sixteen thousand, forty-four dollars and forty-one cents (\$116,044.41) from the Letter of Credit for the Lehrwood Estates Subdivision;

**NOW, THEREFORE, BE IT RESOLVED** that Lehrwood Estates is authorized a release from its Letter of Credit in the amount of \$116,044.41 as requested.

Adopted this 15th day of February, 2024 at the meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -24: AUTHORIZE THE TOWN BOARD TO SIGN RESOLUTION APPROVING 2023 CERTIFIED POINTS FOR THE LINCOLN FIRE DEPARTMENT LENGTH OF SERVICE PROGRAM**

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

The following was submitted:

**Town of Watworth**  
**Resolution of the Town Board**  
**Resolution Number: \_\_\_\_\_**

on the motion of approving the 2023 certified points

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

WHEREAS, as required by GML § 219-a(2)(c), the Lincoln Fire Department has submitted the attached list, certified under oath of active members of the Fire Department (including those members who earned at least 100 points during 2023 to qualify for service credit);

WHEREAS the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Town to be in effect during calendar year 2023 and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members;

WHEREAS, GML § 219-a(2)(d) requires the Town Board should review and approve the attached list then return it to the Fire Department to be posted for 90 days; and

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

RESOLVED, that the Town Board approves the attached list of volunteer firefighters of the Lincoln Fire Department and the points earned by these firefighters during calendar year 2023; and be it further

RESOLVED, that a copy of the adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty (30) days

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

Town Supervisor _____	Aye	Nay	Abstain
Councilperson _____	Aye	Nay	Abstain
Councilperson _____	Aye	Nay	Abstain
Councilperson _____	Aye	Nay	Abstain
Councilperson _____	Aye	Nay	Abstain

The resolution was thereupon declared duly adopted.

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

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

STEP 2

**BE IT RESOLVED**, that the Town Board is authorized to sign resolution approving 2023 certified points for the Lincoln Fire Department Length of Service Program.

Adopted this 15<sup>th</sup> day of February, 202 at the meeting of the Town Board.

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

Resolution carried/failed.



## **RESOLUTION -24: ABSTRACT 2 APPROVAL**

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

TOWN OF WALWORTH				
Abstract # 002				
Summary by Fund				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	37,004.44	177,070.73	214,075.17
CM1-	PARK SPECIAL REVENUE FUND	205.66	241.07	446.73
DA	HIGHWAY FUND	13,966.77	62,099.88	76,066.65
HD	COMPREHENSIVE MASTER PLAN		1,550.00	1,550.00
SF2-	WEST WALWORTH FIRE PROTECTION		202,695.00	202,695.00
SF3-	LINCOLN FIRE PROTECTION		173,000.00	173,000.00
SL1-	WALWORTH LIGHT DISTRICT	607.28		607.28
SL2-	HARVEST HILL LIGHT DISTRICT	886.84		886.84
SL3-	GANANDA LIGHT DISTRICT	1,348.39		1,348.39
SL4-	BROOKSIDE LIGHT DISTRICT	31.44		31.44
SL5-	ORCHARD VIEW LIGHT DISTRICT	367.73		367.73
SM	GANANDA SIDEWALK DISTRICT		79.99	79.99
SS	WALWORTH SEWER DISTRICT #1	1,368.94	32,422.76	33,791.70
TA	TRUST & AGENCY	82,838.24		82,838.24
TC	CUSTODIAL TRUST	396,337.00	5,901.50	402,238.50
Total:		534,962.73	655,060.93	1,190,023.66

+

Voucher Numbers: 39-181,8-24,137-146

Abstract of audited vouchers is on file in the Town Clerks' Office

Adopted this 15<sup>th</sup> day of February, 2024 at the meeting of the Town Board

Roll call vote:

Councilwoman Linson  
Councilman Kelly  
Councilman Harden  
Councilman Johnson  
Supervisor Donalty

Resolution carried/failed.

**RESOLUTION -24: AUTHORIZATION FOR LABELLA ASSOCIATES, P.C., TO SOLICIT BIDS FOR THE PROPOSED RESTROOM CONSTRUCTION AT GINEGAW PARK, PER THE FEBRUARY 12, 2024, PROBABLE COST ESTIMATE, AT A COST NOT TO EXCEED \$619,200.00**

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

The following was submitted:

Town of Watworth  
Ginegaw Park Restroom  
Opinion of Probable Cost - Summary

 **LaBella**  
2/12/2024

- RESTROOM BUILDING & PAVILION IMPROVEMENTS					
		790 SF	575 SF		
Item	Description	SF COST	Costs	Comments	Estimate Decrease
1	Civil / Site Work & UTILITIES	\$113.00	\$89,270		\$ 27,120
	Stone Lot & Sidewalks		\$42,144	Bid Alternate for Parking	\$ 89,816
	Utilities- 4" sanitary, 2" water		\$60,745		\$ 147,655
	SWPPP (Stormwater Pollution Prevention Plan)		\$0		\$ 7,500
2	General Construction	\$235.00	\$185,650		\$ 56,400
	Pavilion Improvements: Roof, Siding, Trm, Slab, Soffit		\$19,507		\$ .
	CREDITS: No TILE at Floor and walls	15.35	\$9,010		\$ 9,010
	CREDIT: No insulation	1.82	\$844		\$ 844
	CREDIT: Change wall construction to Block	5.65	\$3,288		\$ 3,288
3	Mech/Plumbing	\$70.00	\$55,300		\$ 16,800
4	Electrical	\$62.00	\$48,980		\$ 14,880
	Pavilion Improvements: Power & lighting		\$7,700		\$ .
	SF COST for Building only	\$457.18			
	Sub Total		\$486,153		\$ 353,314
	Bonds & insurance	3%	\$14,885		
	O&P	15%	\$74,423		
	Mobilization/Phase	2%	\$9,923		
	Total Construction Cost		\$595,384		
	Construction Contingency	4%	\$23,815		
	Total (Rounded) Project Cost		\$619,200		

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes LaBella Associates, P.C., to solicit bids for the proposed restroom construction at Ginegaw Park, per the February 12, 2024, Probable Cost Estimate, at a cost not to exceed \$619,200.00.

Adopted this 15<sup>th</sup> day of February, 2024, at a meeting of the Town Board.

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

Resolution carried/failed.

**RESOLUTION -24: TO APPOINT TOWN RESIDENT KRISTEN RUSH TO SERVE  
AS PLANNING/ZONING BOARD OF APPEALS ALTERNATE MEMBER**

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

**WHEREAS**, the Town has previously appointed an alternate to the Planning and Zoning Boards;  
and

**WHEREAS**, the Town Board is desirous to fill the vacant position of Alternate immediately and  
has previously advertised as such; and

**WHEREAS**, Ms. Rush has submitted an application to serve in this position, based upon the  
recommendation of Planning Board Chairman Dennis Landry;

**NOW, THEREFORE, BE IT RESOLVED**, that the Walworth Town Board appoints Kristen  
Rush to serve as Planning/Zoning Board of Appeals Alternate member, term ending December 31,  
2024.

Adopted this 15<sup>th</sup> of February 2024 at a meeting of the Town Board.

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

Resolution carried/failed.

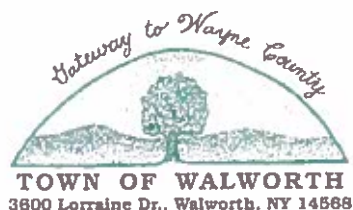
***ANIMAL CONTROL OFFICER REPORT***  
***Walworth, NY***

Date: January 30, 2024

Dog Control Officer's Name: Lea Dill

Calls for the month of: January 2023

<u>DESCRIPTION</u>	<u># OF CALLS:</u>
1) Reported Stray Sighting (Not picked up).	<u>0</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>3</u>
4) Nuisance Complaints	<u>2</u>
5) Owner reporting lost dog.	<u>1</u>
(a) Owner reported the dog returned home. (Dog was in closet the whole time)	<u>1</u>
6) Dog Bite Cases.	<u>0</u>
(a) Issued 10-day confinement for dog that attacked.	<u>2</u>
(b) Follow up on 10-day confinement, released from confinement.	<u>1</u>
7) Court Appearance tickets issued.	<u>1</u>
8) Follow ups on expired license or no license.	<u>2</u>
Other - (Please describe *)	



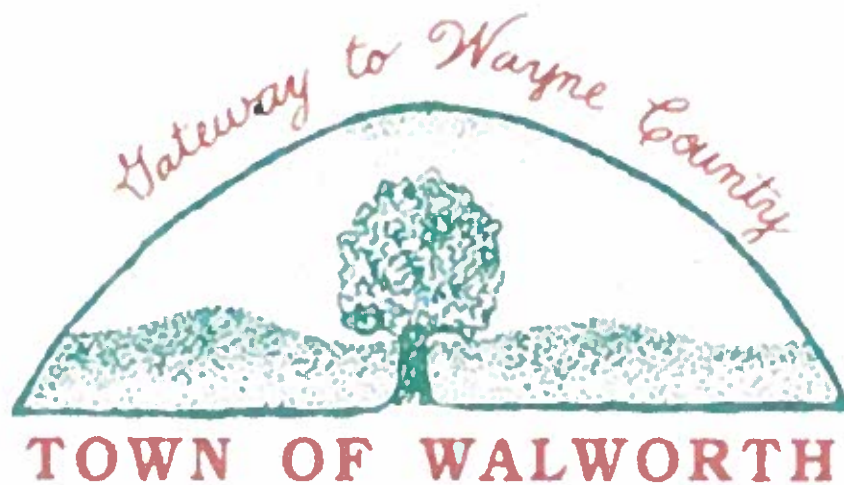
**Walworth Wastewater Treatment Plant**  
3451 Ontario Center Road  
Walworth NY 14568  
315.986.1400 ext. 10  
[sewer@townofwalworthny.gov](mailto:sewer@townofwalworthny.gov)

February 2, 2024

To: Supervisor Mike Donalty  
Re: Wastewater Treatment Plant Report - Month of January 2024

- 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 16 days.
- Hauled 52,000 gallons of thickened sludge for disposal to Canandaigua.
- Completed December 2023 DMR's.
- Responded to 22 UFPO requests: 20 Regular and 2 Emergency.
- Responded to 0 after hour call in.
- Completed operator report for December.
- Packed up 2023 files / documents.
- Observed sewer installation at 3504 Main Street.
- Attended Regional Wastewater meeting.
- Cleaned pick-up truck.
- Conducted sewer inspections at Lehrwood Estates.
- Fixed sludge pump.
- Helped Parks Dept. with Ventrac / troubleshooting and replacing belts.
- Repaired packing on thickener pump.
- Sent pictures / listing for 2 generators to be sold at auction.
- Meeting regarding dedication of Lehrwood Estates utilities.
- Further training with Jake @ water authority (Jan 17).
- Replaced fuel pump on Ventrac for Parks staff.
- Replaced recirculation pump on thickener at plant.
- Completed lab proficiency test.
- Completed annual and quarterly report to the DEC.
- Sent bi-annual regional project report to DEC per consent order.
- Responded to high level alarms at plant and Dewberry pump station.
- Cleaned the shop.
- Worked on updating sewer inventory sheets.
- Cleaned filters # 1 and #2 in Control Building.

Respectfully Submitted,  
Adam Jozwiak, Sewer Superintendent



## Summary of Highway Work in January 2024

Completed 30 plow runs

Took down Christmas lights

Did sign inventory

Replaced the hot water tank

Work around the shop

Worked on equipment

Chipped up Christmas trees

Worked on office water leaks

Checked water spots around the town after heavy rain

Did shoulder work on various roads that was caused by washouts

## Jenna Camacho

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**From:** Walworth Court <court@townofwalworthny.gov>  
**Sent:** Wednesday, February 7, 2024 8:37 AM  
**To:** townclerk@townofwalworthny.gov  
**Subject:** Monthly amount

Good Morning

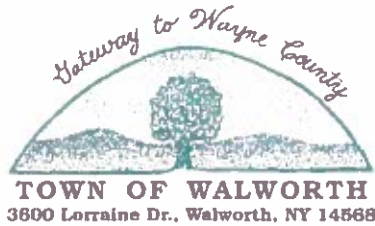
The Judges will be sending \$3,684.00 to the state for the month of January. These are for fines and fees collected that month. Thank you!!

Tracie

Tracie Henning  
Walworth Chief Court Clerk  
3600 Lorraine Drive  
Walworth, NY 14568  
1-315-960-7680 (Phone)  
1-888-848-0841 (Fax)  
1-585-623-0503 (Cell)

### CONFIDENTIAL NOTICE

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**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)

February 9, 2024,

To: Supervisor Mike Donalty

Re: Parks & Facilities Monthly Report

This report is for January 13, 2024, through February 9, 2024:

Daily inspection and maintenance of the Ginegaw Park lodge and pavilions,

Installed dispenser in upstairs women's room in the Town Hall,

Moved office furniture in the Town Hall

Started building handicap accessible picnic tables,

Refurbished Park picnic tables,

Cut down a dead tree at Dolomite Park,

Cut up and removed fallen trees on the Ginegaw Park Trail,

Snow and Ice Removal at Town Hall, Ginegaw Park, and Lodge,

Finished Light the Night Festival tear down,

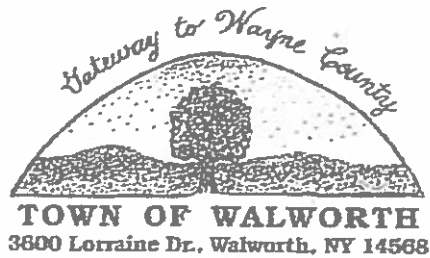
Finished golf cart maintenance.

Respectfully Submitted,

Mike Buckley

Parks & Facilities Superintendent





Jacqueline VanLare  
Town of Walworth  
Recreation Director

Date: February 9, 2024

To: Supervisor Donalty & the Walworth Town Board

Re: Month End Report for January 2024

- Financial Summary for January
  - Recreation Registration Fees \$4,907.50
  - Lodge Fees \$3700.00
  - Open Air Pavilion Fees \$105.00

Respectfully submitted,

Jacqueline Van Lare  
Recreation Director



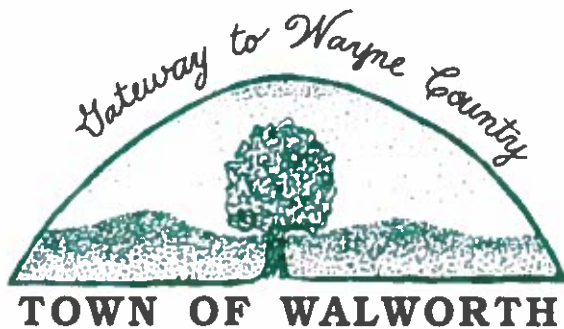
3600 Lorraine Drive  
Walworth, NY 14568



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



walrec@townofwalworthny.gov  
www.townofwalworthny.gov



**TOWN OF WALWORTH**  
**Assessor**  
**3600 Lorraine Drive**  
**Walworth, NY 14568**  
[assessor@townofwalworthny.gov](mailto:assessor@townofwalworthny.gov)  
**(315) 986-1400 ext 5 phone**  
**(315) 986-4342 fax**

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**Assessment Department Report**  
February 2024 (includes December 2023-February 2024)

- Processed the following transfers and sales:
  - 23 sales/transfers (November 2023, processed December 2023)
  - 22 sales/transfers (December 2023, processed January 2024)
  - 20 sales/transfers (January 2024, processing February 2024)
- Updated bank codes and change of addresses
- Updated address book
- Processed permits, C of Cs, and C of Os from building department
- Assisted residents with tax bill questions and exemption questions
- Apportioned tax bills as requested
- Processed exemption applications, sent multiple mailers
  - Second notices to residents for Senior and Ag exemptions
  - Postcard mailers to all residential properties regarding Senior exemption information
- Sent merge requests to the county, processed splits and merges from county

Sincerely,

*Emily Kunz*

Emily Kunz  
Assessor  
Town of Walworth