



**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**  
**MAY 2, 2024 6:30 PM**

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

**MINUTES:**            **April 18,2024**            **Regular Meeting**

**PRESENTATIONS:**

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

**RESOLUTIONS:**

**Resolution -24:** Resolution for determination Special Use Permit for Byrne Dairy for a combined Retail/Convenience store with fueling facility at 1828 Walworth-Penfield Road and Issuance of License and hold harmless for sewer lateral

**Resolution -24:** Authorize metal roof replacement on west side of Bio-Building and shingle roof replacement of Lab/office building at WWTP

**COMMUNICATION:**

- Hazardous Material Report Form, from New York State Department of State Office of Fire Prevention and Control- for Tops Markets LLC 2140 Walworth Penfield Rd
- Dog Control Officer Year End Report for 2023
- Wastewater Treatment Plant 2023 Annual Report
- 2023 Highway Department Work Summary
- 2023 Recreation Year End Report
- 2023 Parks and Facilities Year End Report
- 2023 Tax Collection Report
- Animal Control Officer Report for April 2024

**NEW AND OTHER BUSINESS**

- Ginegaw Park Restroom bid awards
- LaBella Associates Professional Services November 25,2023- March 22,2024

(Updated 04/30/2024)

**PUBLIC PARTICIPATION**

**EXECUTIVE SESSION**

**ADJOURNMENT**

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

(Updated 04/30/2024)

**RESOLUTION -24: RESOLUTION FOR DETERMINATION SPECIAL USE PERMIT FOR BYRNE DAIRY FOR A COMBINED RETAIL/CONVENIENCE STORE WITH FUELING FACILITY AT 1828 WALWORTH-PENFIELD ROAD AND ISSUANCE OF LICENSE AND HOLD HARMLESS FOR SEWER LATERAL**

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

**WHEREAS**, Sonbyrne Sales, Inc. (the “Applicant”) has submitted an application to the Town which seeks a Special Use Permit (the “SUP Application”), pursuant to the Walworth Town Code at Section 180-13[D](15), relating to the operation of a combination ~4,232 +/- SF retail/convenience store with a fueling facility at the property at 1828 Walworth-Penfield Rd., Walworth, NY (the “Property”), all as more fully detailed in their application materials on file with the Town; and

**WHEREAS**, said SUP Application requires the review, referral and recommendation by the Planning Board, followed by review and approval by the Town Board; and

**WHEREAS**, as Lead Agency, the Walworth Planning Board has issued a Negative Declaration relative to this proposal; and

**WHEREAS**, by Resolution on April 30, 2024, the Walworth Planning Board granted Site Plan approval for the proposal, conditioned upon, among other items, approval of this SUP Application, and also recommended approval of the SUP Application.

**NOW, THEREFORE, BE IT RESOLVED**, that, in relation to the Special Use Permit application, the Town Board has carefully considered all relevant documentary, testimonial, and other evidence submitted, including but not limited to the Special Use Permit application materials, as well as any information submitted by the Town’s consultants, including its Engineers, correspondence and oral testimony from the public, Town residents, various State, County and local agencies, and other information, as well as the Planning Board recommendation, and makes the following findings:

**Harmony:** The subject parcel is in an area that is in harmony with the use proposed, including, given that it is proposed at the intersection of two highly traveled thoroughfares. Moreover, the proposal is squarely consistent with the Property as zoned (Hamlet / Multifamily/Neighborhood Business), which zoning seeks to accomplish the purpose of providing “convenient shopping and service-oriented uses that are accessible to neighborhoods . . .”, and which the proposed use accomplishes by offering convenient shopping and services; and

**Public Health, Safety and Welfare:** The use will positively contribute to the welfare of the community given that it will be located at a highly accessible and convenient location and will provide a valuable service, thus aligning with the zoning District’s purpose of providing “convenient shopping and service-oriented uses that are accessible to neighborhoods . . .” Moreover, it will avoid significant adverse impacts and, including for

all those reasons set forth on the record, and as set forth in the Town's SEQR negative declaration, which is expressly incorporated herein and made a part hereof; and, be it further

**RESOLVED**, that in consideration of the aforementioned findings, and in consideration each of the criteria for the granting of the requested special use permit, including as set forth herein, and subject to any conditions set forth herein, the Town Board hereby approves the Applicant's Special Use Permit Application for the operation of a combination retail/convenience store with a fueling facility in accordance with its Application; and, be it further

**RESOLVED**, that the approval of the SUP Application is subject to the following conditions:

1. That all written comments of the Town's Engineer relative to this proposal be fully addressed, as follows: comments requiring a map change/revision shall be addressed prior to signatures on the Plans, all to the satisfaction of the Town's Engineer and Planning Board Chairman; all other comments shall be addressed prior to issuance of a building permit and/or certificate of compliance, all to the satisfaction of the Town's Engineer and Planning Board Chairman; and
2. That the proposed sanitary sewer meet with the approval of the Walworth Sewer Department, requiring signature relative to plans for the same on the final Site Plan, and that the sanitary sewer comply with any applicable specifications and requirements of the Town of Walworth, including the Sewer Department; and
3. That, relative to re-use of the Town's abandoned force main, that an agreement relative to permission to use the same be provided to the Town, all to the Town's satisfaction, all prior to issuance of any building permit; and
4. That any necessary easements for utilities, etc., be submitted to the Town, subject to the approval of the Town, including any additional easement(s) that may be required relative to crossing private property, and the same is/are to be recorded, all prior to beginning work requiring the same, and all prior to issuance of a Certificate of Compliance; and
5. That all necessary permits and approvals be obtained from any other governmental agencies, including but not limited to NY DOT and the County Highway Dept., prior to beginning work requiring the same, and in any event all prior to issuance of a Certificate of Compliance; and, be it further

**RESOLVED**, that, in relation to the placement of a private sewer lateral in an abandoned Town main to serve the proposed development, the Town Board hereby approves the attached License and Hold Harmless Agreement to permit the same, in accordance with said Agreement.

Adopted this 2<sup>nd</sup> day of May, 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 METAL ROOF REPLACEMENT ON WEST SIDE OF BIO-BUILDING AND SHINGLE ROOF REPLACEMENT OF LAB/OFFICE BUILDING AT WWTP.**

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

The following was submitted:



Waltham Wastewater Treatment Plant  
Adam Jarwick, Sewer Superintendent  
18.15 (Phone) 508-253-8100  
18.15 (Fax) 508-253-8104  
18.15 (E-Mail) jarwick@wv.com

The budgeted line will be short \$811.00 in which we will need to do a budget modification to transfer the additional funds from 558110.24. Should you have any questions please contact me.

Respectfully submitted  
Adam Jarwick, Sewer Superintendent

April 16, 2024  
Attention: Michael Donalty, Town Supervisor  
Waltham Town Board Members

Re: Roofing projects at WWTP

While working on the 2024 budget last year we received quotes for the removal/replacement of the west side of the bio building (due to leaks) and a roof replacement on the lab/office building at the Wastewater Treatment Plant.

\$10,000.00 was budgeted on budget line 558110.24 to have these 2 projects completed in 2024.

3 quotes were obtained in September 2023 for the Lab/Office building as follows:

Roof Leaks	\$10,000.00
Lakeside Kanga Roof	\$ 8,900.00 (will honor 2023 quote)
Best Construction	\$ 8,750.00 (2024 quote is \$9,150.00)

3 quotes were obtained in September 2023 for the bio building as follows:

Lakeside Kanga Roof	\$21,931.00
Imperial Construction	\$22,100.00

(Could not get a 3<sup>rd</sup> quote to respond)

Lakeside Kanga Roof has agreed to honor the quotes from September 2023, even though there have been some price increases. I am requesting Town Board approval authorizing the Sewer Superintendent to sign the agreements with Lakeside Kanga Roof for the quotes above (\$8,900.00 for the lab/office building and \$21,931.00 for the bio building).

**BE IT RESOLVED**, that the Sewer Superintendent contact Lakeside Kanga Roof for the metal roof replacement on the West side of the bio-building and the shingle roof replacement on the lab/office building.

Adopted this 2nd day of May, 2024 at the meeting of the Town Board.

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

Resolution carried/failed.



NEW YORK STATE DEPARTMENT OF STATE  
OFFICE OF FIRE PREVENTION AND CONTROL

**HAZARDOUS MATERIALS REPORT FORM**  
(General Municipal Law, § 209-u)

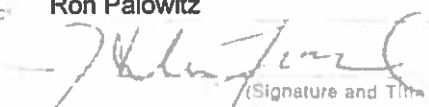
The information entered herein is essential to your local fire chief for the protection of your employees, the fire-fighters and citizens in the immediate area, and to reduce damage to your property in the event of a fire or an emergency.

Every fire insurance policyholder, engaged in commerce in this state, is required by law to report the presence of hazardous materials at their business address.

Failure to file in accordance with the provisions of section 209-u of the General Municipal Law could result in a fine.

A separate report is required annually for each business address.

**WHEN COMPLETED, THIS FORM MUST BE SENT TO YOUR LOCAL FIRE DEPARTMENT.**

<b>Hazardous Materials Location *</b>	
Firm Name <u>TOPS MARKETS LLC</u>	Street Add. Only <u>2140 WALWORTH-PENFIELD RD</u>
Bus. Add. <u>PO BOX 1027</u>	Bldg. Name or No. <u>(Inside sales) TOPS #428</u>
City, State, Zip <u>BUFFALO, NY 14240-1027</u>	City, State, Zip <u>WALWORTH NY 14568</u>
Tel. No. <u>716-635-5605</u>	Policy Anniv. Date <u>October 30, 2024</u>
Name of Emergency Contact <u>Ron Palowitz</u>	Bus. Tel. <u>330 746 1064</u> Home Tel. <u>330-519-2727</u>
	<b>Helen Ford (Licensing Supervisor)</b>
	(Signature and Title of Person Completing Form)

\* It is suggested that a separate form be filled out for each building that contains hazardous materials.

**EXEMPTIONS**

Requests for exemptions from this law must be made in writing, attached to this form, and filed annually with your local fire department not later than the anniversary date of your policy.

All exemptions approved shall expire on the next policy anniversary date.

Exemptions denied shall require that the insured file a completed hazardous materials report form within 15 days of denial.















**FOR FIRE DEPARTMENT USE ONLY**

Exemptions Approved \_\_\_\_\_ Denied \_\_\_\_\_ Additional Information Needed \_\_\_\_\_

_____	_____
(Date)	(Signature of Fire Chief)
_____	_____
(Fire Department Name and Address)	(Print Name of Fire Chief)

V Hazardous Material Listing (attach additional sheets if necessary)

Note: Definitions of symbols are on the second page of the instruction sheet.

Identifying Symbol	Material Description & Proper Shipping Name	Total Amount	Identifying Symbol	Material Description & Proper Shipping Name	Total Amount
	NY Legal 1.4G consumer fireworks				
	NOTE: Total amount reported in net pyrotechnic composition weight	93			
					
					
					
					
					
					
			<p>EXPOSURE TO CYTOTOXIC AGENTS IS A HAZARD TO HUMAN HEALTH IN CASE OF DAMAGE TO PACKAGING NOTIFY THE ATLANTA, GEORGIA 800-433-6313</p>		

VI Special Considerations/Remarks:

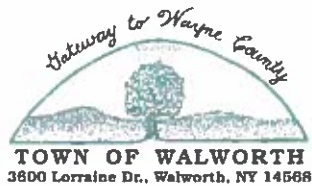


**DOG CONTROL OFFICER REPORT**  
**Walworth, NY**

Date: Year End Total 2023

Dog Control Officer's Name: Lea Dill

<u>DESCRIPTION</u>	<u># OF CALLS:</u>
1) Reported Stray Sighting (Not picked up).	<u>16</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>6</u>
4) Nuisance Complaints.	<u>51</u>
5) The owner reported a lost dog.	<u>9</u>
(a) The owner reported the dog returned home.	<u>7</u>
6) Dog Bite Cases.	<u>7</u>
(a) Issued 10-day confinement for dogs that attacked.	<u>7</u>
(b) Follow up on 10-day confinement, released from confinement.	<u>7</u>
7) Court Appearance tickets issued.	<u>7</u>
8) Follow-ups on an expired license or no license.	<u>31</u>
Other	<u>26</u>



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

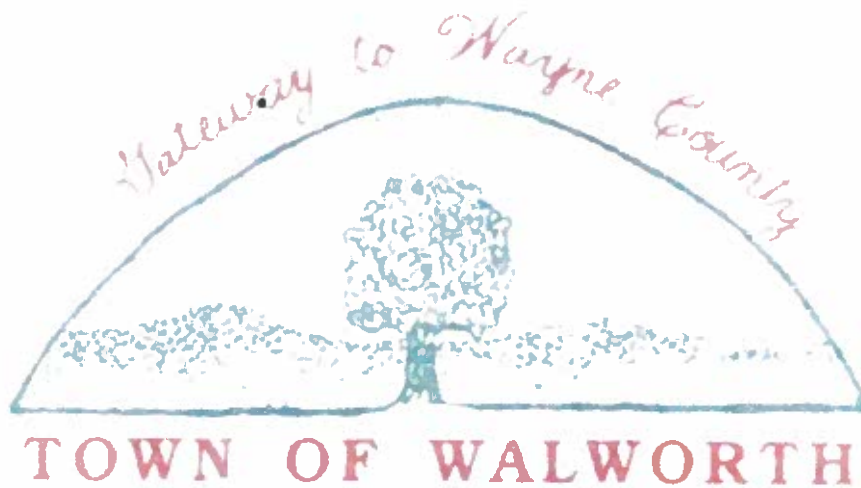
April 15, 2024

To: Supervisor Mike Donalty  
Re: Wastewater Treatment Plant - 2023 Annual Summary Report

- 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 160 days.
- Hauled a total of 584,000 gallons of thickened sludge for disposal to Canandaigua or VanLare.
- Completed monthly DMR reports.
- Completed monthly operator reports.
- Responded to a total of 782 UFPO requests (regular and emergency).
- Attended monthly meetings for Regional Sewer Project.
- Attended monthly Department Head meetings.
- Submitted annual FROSI reports for BR Foods and McAlpin Industries to the DEC.
- Renewed annual Industrial User Permits for BR Foods and McAlpin Industries.
- Renewed annual Sludge Haul Permits.
- Submitted semi-annual reports for DEC Consent Order regarding WWTP / Regional Project.
- Submitted annual ELAP renewal application.
- Submitted Waste Transporter Permit Annual Report.
- Seasonal plowed and salted Town Hall total of 35 trips.
- Seasonal Snow-blowing of sidewalks in Gananda (3 trips) and Hamlet (1 trip).
- Seasonal weekly mowing / maintenance of grass / weeding at sewer treatment plant, pump stations and cemeteries.
- Quarterly sewer collections completed. Quarterly reports sent to Walworth & Macedon Supervisors.
- Annual OSHA training completed.
- Dewberry Pump Station upgrade completed.
- Continuous drawings / measurements and inspection / monitoring of sewer laterals being installed for Lehrwood Estates and Orchard View (Tracy Lane).
- Continuous general plant, pump stations and vehicle repair and maintenance.

Respectfully Submitted,

Adam Jozwiak, Sewer Superintendent



HIGHWAY DEPARTMENT 4384 CANANDAIGUA ROAD WALWORTH, NY 14568

Kevin Switzer  
Highway Superintendent

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

## 2023 Highway Department Work Summary

### Snow and Ice

- Completed 64.5 plow and salt runs in the 2023 season
- Took snow fence down from the previous year
- Snowplow schooling completed by all eligible employees
- Filled the salt barn with sand and salt to prepare for winter months
- Put snow fence up

### Town Decor

- Took Christmas lights and decorations down around town
- Hung up the hometown heroes banners
- Took down veteran banners
- Put up Christmas decorations and lights

### Servicing Vehicles

- Painted the plows and wings after the end of the snow season
- Stripped trucks of their winter equipment
- Serviced all equipment to get it ready for the warmer seasons
- Rebuilt stone boxes for chip sealing
- Replaced studs on the manifold to one of the trucks
- Cleaned and waxed trucks after road work was completed for the year
- Mounted tires on trucks
- Serviced trucks to prepare for the winter months
- Put winter equipment and plow frames back on trucks

### Signs

- Took inventory of all of the signs of Walworth throughout the year
- Put road closed signs up in various spots throughout town for the fire department due to high winds
- Replaced road signs in poor condition throughout the year

## **Lawn and Tree Work**

Cut down trees in various spots around town

Mowed around town with the excavator to keep brush down for visibility and help with roadside mowing in the warmer months

Lawn work to repair damages done from plows

Roadside mowing throughout the warmer months

Trimmed trees along Gananda sidewalks and other various spots

Did ditch work in various spots

Removed animal carcasses from the town throughout the year

Broke down beaver dams in various spots throughout the year

## **Garage Maintenance**

Painted and organized the parts room in the shop

Painted and redid the shop bathroom

Installed a new shop water heater

Completed inspections on fuel pumps and tanks multiple times throughout the year

Cleaned out and organized the shop

Brought scrap to alpc

Worked on the oil furnace

Did maintenance on shop air compressor

## **Employment**

Amanda Cantwell started part time for training on January 30<sup>th</sup>, 2023 to take over the full time role as Highway Clerk starting September 17<sup>th</sup>, 2023.

Employees took several mandatory training courses throughout the year

Advertised for an MEO on town website to replace an employee who left for different employment

Hired Jonathon Switzer as MEO to replace employee on September 24<sup>th</sup>, 2023

Held the construction wonders equipment show at the highway barns for the parks department

## **Street Sweeping**

Swept all of the roads of Walworth three times throughout the year

Swept all of the roads that were chip sealed, and the Town Hall parking lot

Swept subdivisions for leaves

## **Pipe Jobs**

Helped the Sewer Department with sewer pipe breaks throughout the year, patched the blacktop and fixed the roads where the breaks occurred

Completed a pipe job along with ditching on Whitney Road

Flushed out pipes on Burrow Road and Whitney Road

Removed a beaver dam inside of a pipe on County Line Road

Completed a large pipe job on Bills Road from Cream Ridge Road to Stalker Road

Completed a pipe jobs on Kuttruff Road

Completed pipe jobs on Walworth Ontario Road

Did a pipe crossing in Gananda

## **Streetlights**

Fixed various streetlights around the town throughout the year

## **Road Work**

Completed a total reconstruction of Swadling Road, this included preparing it for road work by milling and grinding the road and boxing out the shoulders with stone. Our department hauled over 1,700 ton of stone for this road. We sand sealed and swept the road. We chip sealed the road and replaced all of the stone and pavement in residents driveways that were affected by the road construction. We replaced the shoulders of and paved the road. We replaced top soil and repaired lawn damage that occurred from the road work, as well as the mailboxes we had to remove for construction. We did cleanup on the road after the construction. After all the work was completed and Swadling Road was completely reconstructed we repainted the center line.

Helped the Town of Macedon Highway Department chip seal, haul stone, and pave

Milled and paved in various spots around town to prepare for chip sealing

Helped the Town of Huron Highway Department Pave

Put a stone pad down at the park for the new pavilion

Fixed a large sink hole on Spring Beauty Crescent

Patched various spots in the Town Hall parking lot

Wedged Sherburne Road

Helped the Town of Wolcott Highway Department with a paving job

Helped Wayne County Highway Department with paving jobs

Helped Town of Ontario Highway Department with chip sealing

Cut shoulders on various roads that were eroding due to heavy rain

Did sidewalk work on Mykola Road and Teresa Drive

Chip Sealed Kuttruff Road, Finley Road, Sherburne Road, Mykola Road, Teresa Drive, Orchard Street, Johnny Lane, and the Town Hall parking lot

Put blacktop down and did various other jobs at Lincoln Fire Hall

Wedged Bills Road

Sent a truck to Macedon for milling

Fog Sealed Johnny Lane, Teresa Drive, Orchard Street, and Mykola Road

Helped the Town of Ontario Highway Department haul stone and wedge

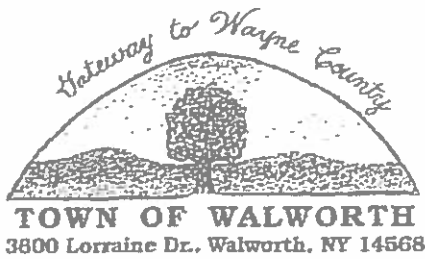
Fog sealed the Woodlands subdivision

Fixed several washouts on shoulders in various spots around town

Patched blacktop in various spots around town

Installed a new guard rail on Bills Road

Checked roads for water spots around town after heavy rain



**Jacqueline VanLare**  
Town of Walworth  
Recreation Director

Date: April 24, 2024

To: Supervisor Donalty & the Walworth Town Board

Re: Year End Report for 2023

Last year the Recreation Department was able to increase our program offerings for the community. Here are some of the highlights from last year.

- Across the board, from Pre-School programming to Adult Programming we saw an increase in the number of participants and found ourselves having to create a 2<sup>nd</sup> session for many classes being offered. Also, the lodge was being used at the same time as the recreation space in the Town Hall. Running 2 different programs at the same time occurred frequently.
- Our revenues for 2023 ended up being \$157,073.98.
- The Harvest Moon Festival and Light the Night continue to exceed our expectations. We also continued with our Summer Concerts in the Park. All our special events were well attended by the community.
- The Ginegaw Farmers Market continues to be a popular weekly event for the community. The market is a great resource in connecting local farmers with the community.
- The Lodge continued to be a popular spot in 2023. Besides the weekend rentals the lodge was used for community groups and our Recreation programs.
- Total lodge fees taken in for 2023 were \$19,725.00.
- Total pavilion fees taken in for 2023 were \$1,640.00.
- The Sherburne Road Dog Park opened at the end of August and saw 40 dogs in our community enjoy the newly created space for them. The dog park is not only a social hub for dogs, but also for their owners.



3600 Lorraine Drive  
Walworth, NY 14568



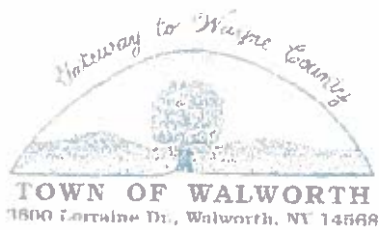
(p) 315 986 1400  
(f) 315 986 1440



walrec@townofwalworthny.gov  
www.townofwalworthny.gov

Respectfully submitted,

*Jacqueline Van Lare*  
Recreation Director



**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)

April 29, 2024,

To: Supervisor Mike Donalty, Walworth Town Board

Re: Parks & Facilities Yearly Report for 2023

This report compiles tasks completed January 1, 2023, through December 31, 2023:

- Daily inspection and cleaning of the Ginegaw Park lodge and pavilions,
- Painted Ginegaw Lodge kitchen and hallways,
- Repaired a leak in the Parks building roof,
- Setup, decoration and teardown for Light the Night and Harvest Moon Town festivals
- Worked with Van Hook Services to resolve a heating issue in the library due to a faulty heat pump,
- Removed and reinstalled partitions in the Town Hall men's room to make room for the replacement of heat pump #4,
- Worked on the construction for the enclosure and heating of the Parks building,
- Had new garage door cables installed for the NYS Trooper garage door,
- Seasonal snow and ice removal
- Performed ice storm and windstorm damage throughout the year,
- Removal of dead or fallen trees throughout Ginegaw and Sherburne Road Parks and trails,
- Cleanup of winter debris and plow damage,
- Performed seasonal and other scheduled equipment maintenance,
- Opened and later winterized Park bathrooms and drinking fountains,
- Performed yearly renovations on baseball and softball fields,

Seasonal mowing and string trimming of Ginegaw, Sherburne Road, and Dolomite Parks as well as John's Park, Town Hall, Fireman's Field, and Tennis court properties,

Grooming and lining of baseball and softball fields,

Layout and lining of soccer fields,

Renovation and mulching of flower beds, and tree rings,

Moved and rebuilt Ginegaw Farmers Market gateway sign,

Planted new trees throughout Ginegaw and Town Hall properties,

Removal of obsolete playground pieces in Ginegaw playground,

Installed a new merry-go-round, and Ga-ga Ball pit in Ginegaw playground,

Stained the Ginegaw Lodge exterior,

Oversaw the installation and construction of the Sherburne Road Dog Park and First Responders Pavilion,

Performed trail maintenance in Ginegaw and Sherburne Road Parks,

Installed a new historical marker commemorating the creation of the Town of Walworth,

Assembled and stained picnic tables for the new First Responders Pavilion,

Bush hog naturalized areas, trimmed trees, and shrubbery,

Aerated, fertilized, rolled, applied herbicide, and overseeded Town athletic fields,

Repaired damage to Dolomite Park's baseball diamond

Cleaned up flower beds, pick up and removal of seasonal leaves,

Winterized, clean and stored equipment.

Respectfully Submitted,

Mike Buckley, Parks & Facilities Superintendent



Analysis of Collections

by receivedDate

Date	Qty	Taxes collected	Interest paid	Penalty paid	Daily total collected	Total overall collections
4/30/24						
<b>Totals:</b>	<b>3,883</b>	<b>8,756,727.85</b>	<b>6,826.08</b>	<b>166.00</b>	<b>8,763,719.93</b>	<b>8,763,719.93</b>

Above totals reflect tax collection for year 2023.

Jenne Camacho

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

Date: April 30<sup>th</sup>, 2024

Dog Control Officer's Name: Lea Dill

Calls for April 2024

<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>0</u>
4) Nuisance Complaints - Barking	<u>2</u>
5) The owner reported a lost dog.	<u>1</u>
(a) The owner reported the dog returned home.	<u>1</u>
6) Dog Bite Cases.	
(a) Issued 10-day confinement for dog attacked.	<u>0</u>
(b) Follow up on 10-day confinement, released from confinement.	<u>0</u>
7) Court Appearance tickets issued.	<u>0</u>
8) Follow-ups on an expired license or no license.	<u>2</u>

Other - (Please describe\*)

\*Lost Dog posted in Gananda. Deputy Andrea drove around for about an hour looking for the dog in Gananda. The dog was finally found by Andrea stuck under a shed in the owner's backyard. She dug the dog out from under the shed for the owner as he was a senior who could not get the dog out himself. He was very grateful and sent her a thank you note.

\*\*Followed up on a barking complaint on two German Shepards, a 7-month-old puppy, and a 10-year-old. The ten-year-old has been tied up on a chain outside for his 10 years of life and the 7-month-old was in a 6 X 6 chain link kennel, the 7-month-old didn't even have a name. The owner was going to have both dogs euthanized. I put her in contact with a rescue rather than have them euthanized. Both dogs have been adopted by wonderful families through the rescue.

\*\*\*Court appearances on May 1<sup>st</sup>, for previous barking complaint and an unlicensed/off-property violation, after cancelations of previous court dates in March / April.

**1 MAY 2024-1:00PM, Walworth Town Board Meeting Room**

**Present- Jenna Camacho, Town Clerk; Mike McLellan, Town Engineer; Jackie VanLare, Recreation Director; Mike Buckley, Parks Superintendent; Christine Stanford, Town Comptroller; Teresa Flye, Supervisor Clerk; 5 representatives from bidding companies.**

**OPENING BIDS FOR BATHROOM PROJECT AT GINEGAW PARK**

**Contract 1- General Construction**

- 1.) Loyal Nine Development - \$464,950
- 2.) Massa- \$ 538,000

**Contract 2- Mechanical**

- 1.) LMC Industrial Contractor INC.- \$4794

**Contract 3- Plumbing**

- 1.) Loyal Nine Development- \$91,000
- 2.) LMC Industrial Contractor INC.- \$58,920

**Contract 4- Electrical**

- 1.) Upstate Companies I, LLC- \$167,750

All bid documents are available upon request in the Town Clerk's Office.

Respectfully submitted,

Jenna Camacho  
Walworth Town Clerk

# INVOICE



LaBella Associates  
 300 State Street, Suite 201  
 Rochester, NY 14614  
 877.626.6606  
 www.labellapc.com

Michael Donalty  
 Town of Walworth  
 3600 Lorraine Dr  
 Walworth, NY 14568

April 26, 2024  
 Project No: 2223574.01  
 Invoice No: 225028

<b>Invoice Total</b>	<b>\$18,455.80</b>
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Project Manager: David McLellan  
 Project: 2223574.01 Walworth Ginegaw Park Restroom  
Professional Services for the Period: November 25, 2023 to March 22, 2024

Phase	Phase Fee	Percent Complete	Fee Earned	Prior Billing	Current Fee
Civil Design	19,950.00	100.00	19,950.00	19,950.00	0.00
Architecture Design/Concepts Meetings	20,000.00	100.00	20,000.00	20,000.00	0.00
Mechanical Design	3,420.00	100.00	3,420.00	3,420.00	0.00
Plumbing Design	3,420.00	100.00	3,420.00	3,420.00	0.00
Electrical Design	6,210.00	100.00	6,210.00	6,210.00	0.00
Structural Design	5,220.00	100.00	5,220.00	5,220.00	0.00
Coordination	4,005.00	100.00	4,005.00	4,005.00	0.00
Contract Bidding	2,690.00	100.00	2,690.00	2,690.00	0.00
Construction Administration	5,760.00	0.00	0.00	0.00	0.00
Geotechnical Investigation & Report	1,750.00	100.00	1,750.00	1,750.00	0.00
Geotech Boring Layout & Utility Location	1,000.00	100.00	1,000.00	1,000.00	0.00
Geotech Drilling	2,750.00	100.00	2,750.00	2,750.00	0.00
ADMIN	2,318.00	100.00	2,318.00	2,086.20	231.80
Support Drafting	2,317.00	100.00	2,317.00	2,317.00	0.00
Redesign	17,530.00	100.00	17,530.00	0.00	17,530.00
Re-bid	3,470.00	20.00	694.00	0.00	694.00
<b>Total Fee</b>	<b>101,810.00</b>		<b>93,274.00</b>	<b>74,818.20</b>	<b>18,455.80</b>
	<b>Total Fee</b>				<b>18,455.80</b>

Billing Limits	Current	Prior	To-Date
Expenses	0.00	925.08	925.08
Limit			2,200.00
Remaining			1,274.92
		<b>Total This Invoice</b>	<b>\$18,455.80</b>