

WALWORTH TOWN BOARD – 6 FEBRUARY 2025 REGULAR MEETING

Presiding Supervisor Donalty called the 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 reciting the Pledge of Allegiance.

<u>PRESENT:</u>	Michael Donalty	Supervisor
	Amber Linson	Councilwoman
	Alex Kelly	Councilman
	Rick Johnson	Councilman
	Jim Harden	Councilman
	Kevin Switzer	Highway Superintendent
	Jenna Camacho	Town Clerk

ABSENT:

OTHERS PRESENT: Nadine Seppeler, Deputy Town Clerk; Mike Buckley, Parks Superintendent; Christine Stanford, Town Comptroller; Don Young Town Attorney; 1 Newspaper reporter, 5 members of the public.

REPORTS OF ELECTED OFFICIALS AND COMMITTEE LIAISONS

Motion by Council that the minutes of **January 16, 2025, Regular Meeting** are approved as submitted by the Town Clerk. Seconded by Council

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

Motion carried/failed

Presentation:

Amsler Farmland Protection Project- Representative Amanda Grisa from Genesee Land Trust INC. Provided information on what is entailed with the agreement between Genesee Land and Deb Amsler. Land will be sold to Genesee Land Trust- Deb Amsler will have farming rights to the land. However, with sale, the land will be forever farmland and not to be commercialized.

TOWN CLERK-

Tax collection is still going on. Office is now in the second phase of tax collection with penalties,

HIGHWAY SUPERINTENDENT –

Highway Superintendent spoke about salt shortage. As of now, the Town is in good shape with salt.

JUSTICE COURT-**COUNCILMAN KELLY-****COUNCILWOMAN LINSON-**

Court audit is still on hold currently. Will update when there is time to have it completed.

COUNCILMAN HARDEN-**COUNCILMAN JOHNSON-****SUPERVISOR DONALTY-**

WALWORTH TOWN BOARD – 6 FEBRUARY 2025 REGULAR MEETING**RESOLUTIONS:****RESOLUTION 39 -25: APPROVING “PURCHASE OF DEVELOPMENT RIGHTS AGREEMENT AND SALES CONTRACT” BETWEEN THE GENESEE LAND TRUST, INC., THE TOWN OF WALWORTH, AND DEBORAH AMSLER FOR LANDS COMPRISING APPROXIMATELY 233 ACRES AT OR ABOUT ONTARIO CENTER ROAD AND HENNESSEY ROAD**

Councilwoman Linson moved the following Resolution for adoption. Seconded by Councilman Johnson to wit:

WHEREAS, Deborah Amsler (“Grantor”) has offered to grant Conservation Easements (the “Conservation Easements”) to the Town of Walworth (the “Town”) and the Genesee Land Trust, Inc. (the “Land Trust”) on lands (the “Land”) consisting of approximately 233 total acres in the Town of Walworth, in return for payment of \$552,500.00 (the “Purchase Price”) to be paid fully out of NYS grant proceeds as described herein, in order, in sum and substance, to preserve the use of the Lands for agricultural purposes; and

WHEREAS, a proposed Purchase and Sale Agreement (the “Agreement”), by which the Town and the Land Trust would acquire **3 Conservation Easements** in return for the Purchase Price, and the Land Trust would monitor the Conservation Easements, has been presented to the Town Board; and

WHEREAS, in order to pay the Purchase Price and other expenses associated with this transaction, the Town and the Land Trust have obtained a commitment in the form of the New York State Department of Agriculture and Market Farm Protection Implementation Grant, being State Contract Number C00839GG (hereafter the “Grant”), and the Purchase Price will be paid in full via the proceeds of said Grant; and

WHEREAS, the project is a Type II pursuant to the State Environmental Quality Review Act and is thus not subject to review thereunder.

NOW THEREFORE IT IS RESOLVED that the Agreement, and the associated proposed Conservation Easements, are hereby approved, and, the Supervisor is authorized to execute the same, but with execution of the Conservation Easements being subject to and conditioned upon the terms (including contingencies) of the Agreement and attorney review, and the Town Board accepts the Grant on behalf of the Town, and authorizes execution of such other documentation as may be necessary to acquire the Conservation Easements in the Land.

Adopted this 6th day of February 2025 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION 40-25: AUTHORIZATION FOR THE TOWN SUPERVISOR TO SIGN THE PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES AND SOFTWARE DEVELOPMENT WITH INTEGRATED SYSTEMS AT A COST OF \$8500 FOR 100 HOURS OF SERVICE

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

WHEREAS the Town Hall contracts with Integrated Systems for IT services, and

WHEREAS the Town purchases time in blocks of hours and is in need of additional hours, and

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WHEREAS the total cost of 100 hours is \$8500.

BE IT RESOLVED, that the Town Supervisor is authorized to sign the Professional Services Agreement For Engineering Services And Software Development with Integrated Systems at a cost of \$8500 for 100 hours of service.

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION 41-25: AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE WILLIAMSON LAW BOOK COMPANY ANNUAL SOFTWARE SUPPORT CONTRACT FOR MUNICIPAL BUILDING & CODES ENFORCEMENT SOFTWARE, BUDGETED ITEMS

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

The following was submitted:

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

December 15, 2024

Town of Walworth
3600 Lorraine Dr
Walworth, NY 14568

ANNUAL SOFTWARE SUPPORT CONTRACT

Enclosed is an invoice renewing your Software Support coverage for the following program(s)

Building & Codes Software
(1/1/2025-12/31/2025)

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

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

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

Charges for this Software Support shall be \$2,028.00 as specified on the enclosed invoice.

*****Please sign and return one copy of this contract with your payment*****

Thank you,



 Williamson Law Book Company

Accepted for the Town of Walworth

By: _____ Title: _____ Date: _____

Adopted this 6th day of February, 2025 at the meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye

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Councilman Johnson Aye
Supervisor Donalty Aye

Resolution carried.

RESOLUTION 42 -25: AUTHORIZE THE TOWN BOARD TO SIGN RESOLUTION APPROVING 2024 CERTIFIED POINTS FOR THE LINCOLN FIRE DEPARTMENT LENGTH OF SERVICE PROGRAM

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

The following was submitted:

Town of Walworth
Resolution of the Town Board
Resolution Number:
In the matter of approving the 2024 certified points
WHEREAS, the Town is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Lincoln of 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 of Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty (50) points during 2024 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 2024, 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 (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty (30) 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 of Department and the points earned by these firefighters during calendar year 2024; and be it further
RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty (30) days.
Councilperson raised the motion to approve, Councilperson seconded the motion, and upon roll call the vote of the Board was as follows:
Town Supervisor Aye / Nay / Absent
Councilperson Aye / Nay / Absent
Councilperson Aye / Nay / Absent
Councilperson Aye / Nay / Absent
Councilperson Aye / Nay / Absent
The resolution was thereupon declared duly adopted.
Dated:
Certified by Town Clerk (signature or seal):

BE IT RESOLVED, that the Town Board is authorized to sign resolution approving 2024 certified points for the Lincoln Fire Department Length of Service Program.

Adopted this 6th day of February, 2025 at the meeting of the Town Board.

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

Resolution carried.

RESOLUTION 43-25: AUTHORIZE THE PURCHASE OF A NEW KUBOTA F2690 MACHINE INCLUDING SNOWBLOWER AND SWEEPER ATTACHMENTS WITH A PRICE NOT TO EXCEED \$38,472.90

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

WHEREAS, the current machine is up for scheduled replacement and,

WHEREAS, the Parks and Facilities Superintendent did solicit a quote from Saxby Implement Corp and,

WHEREAS, the quoted items are made available through New York State contract PC# 69404 and,

WHEREAS, the machine and attachments were budgeted for purchase in 2025 using available funds in SM 5410.21.

NOW, THEREFORE, BE IT RESOLVED that the Parks & Facilities Superintendent is hereby authorized to purchase a new Kubota F 2690 machine including snowblower and sweeper attachments using available funds in SM 5410.21.

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION 44-25: AUTHORIZE THE PURCHASE OF A NEW KUBOTA ZD 1211 72” ZERO TURN MOWER, PRICE NOT TO EXCEED \$17,041.72

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

WHEREAS, the current machine is up for scheduled replacement and,

WHEREAS, the Parks and Facilities Superintendent did solicit a quote from Saxby Implement Corp and,

WHEREAS, the quoted item is made available through New York State contract PC# 69404 and,

WHEREAS, the mower was budgeted for purchase in 2025 using available funds in A 7110.21R.

NOW, THEREFORE, BE IT RESOLVED that the Parks & Facilities Superintendent is hereby authorized to purchase a new Kubota ZD 1211 72” zero turn mower using available funds in A 7110.21R.

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

Roll call vote:	Councilwoman Linson	Aye
	Councilman Kelly	Aye
	Councilman Harden	Aye
	Councilman Johnson	Aye

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Supervisor Donalty Aye

Resolution carried.

RESOLUTION 45-25: AUTHORIZE TO GO OUT TO BID FOR AGRICULTURAL LEASE OF TOWN PROPERTY LOCATED 1870 PENFIELD WALWORTH ROAD 17.4 ACRES

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

WHEREAS, the Town of Walworth has property located **1870 Penfield Walworth Road, 17.4 acres**

WHEREAS, this property has been used for active agriculture in the past and the Town Board desires to continue the promotion of agricultural in our community;

BE IT RESOLVED, that the Town Board authorizes the Supervisor to go out for Bids for Agricultural use of this approximately 17.4 acre.

BE IT RESOLVED, that the Town Clerk is authorized to advertise requests for proposal pursuant to Law. Deadline for Sealed Bids to the Town Clerk's Office **by Noon on Wednesday, March 5, 2025**; with the Bid opening on **March 5, 2025, at 2:00 PM** at the Walworth Town Hall.

Motion to amend resolution as it was stated 19.83 acres. Resolution should state 17.04 acres.

Motion by supervisor Donalty Seconded by Councilwoman Linson

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

Motion carried

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION 46-25: AUTHORIZE TO GO OUT TO BID FOR AGRICULTURAL LEASE OF TOWN PROPERTY LOCATED BETWEEN 1879 & 1815 SHERBURNE ROAD 2 ACRES

Councilwoman Linson the following Resolution and moved its adoption. Second by Councilman Kelly to wit:

WHEREAS, the Town of Walworth has property located between **1879 & 1815 Sherburne Road, 2 Acres**

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WHEREAS, this property has been used for active agriculture in the past and the Town Board desires to continue the promotion of agricultural in our community;

BE IT RESOLVED, that the Town Board authorizes the Supervisor to go out for Bids for Agricultural use of this approximately 2 Acres on Sherburne Road.

BE IT RESOLVED, that the Town Clerk is authorized to advertise requests for proposal pursuant to Law; deadline for Sealed Bids to the Town Clerk’s Office **by Noon on Wednesday, March 5, 2025**; with the Bid opening on **March 5, 2025, at 2:00 PM** at the Walworth Town Hall.

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

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

Resolution carried.

RESOLUTION 47-25: TO AMEND AND CLARIFY THE DEFINITION OF PART-TIME EMPLOYEES IN THE EMPLOYEE HANDBOOK, SECTION 2.1

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

WHEREAS, The current Employee Handbook defines Part-Time employees as those working at least 20 hours per week; and

WHEREAS, only employees meeting the criteria of either Full or Part-time employee categories of employment are eligible to receive Holiday and other PTO ; and

WHEREAS, The Town wishes to attract and retain its regular year round staff ; and

WHEREAS, The Town Board is desirous to better define “Part-Time” as at least half of the full-time equivalent for the position;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Walworth hereby amends Section 2.1 of the Employee Handbook to read as follows;

“PART-TIME EMPLOYEES regularly scheduled to work at least ½ of the full-time equivalent for that position. (ie. if the full-time position would be 37.5 or 40 hours per week, then the employee must work at least 18.75 or 20 hours per week, respectively, to be considered Part-Time.)

BE IT FURTHER RESOLVED, that the Employee Handbook, sections 2.1 will be updated to reflect this change and distributed to all employees.

Adopted this 6th day of February, 2025 at a meeting of the Town Board.

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

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Resolution carried.

RESOLUTION 48-25: TO ACKNOWLEDGE THE APPOINTMENT OF LEAH ENRIGHT TO THE 2ND DEPUTY TOWN CLERK POSITION IN THE TOWN CLERK'S OFFICE, EFFECTIVE FEBRUARY 10, 2025

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

Motion made by Councilman Linson and second by Councilman Johnson to amend resolution to state acknowledge the appointment.

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

Motion carried.

WHEREAS, the Town Clerk's office has a need for a 2nd part time deputy; and

WHEREAS, the Town Clerk has budgeted for a 2nd deputy in the 2025 budget; and

NOW, THEREFORE BE IT RESOLVED that Ms. Leah Enright is hired as part time 2nd Deputy, on condition that the employee passes Alcohol and Drug screening as required by Town Policy, with a rate of \$17.42 per hour effective February 10, 2025.

Adopted this 6th day of February, 2025 at the meeting of the Town Board.

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

Resolution carried.

COMMUNICATIONS

- Letter from Senator Pamela Helming regarding NYS DOT
- Letter from Rick Nudd
- Parks and Facilities monthly report for January 2025
- Parks And Facilities Year End Report for 2024
- Recreation monthly report for January 2025
- Recreation Year End Report for 2024
- Wastewater treatment Plant Report for January 2025
- Animal Control monthly report for 2025
- Monthly call statistics Wayne County 911

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NEW AND OTHER BUSINESS:

Supervisor Donalty discussed with the Town board the sidewalk districts and how to move things along with making sure all sidewalks in Town are taking care of. Discussion ensued between Board members, Highway Superintendent and Parks Superintendent. It was asked that Parks and Highway Superintendent come up with what they think an appropriate game plan moving forward will be for all sidewalks within the Town of Walworth by next Board meeting.

ADJOURNMENT:

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

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

Motion carried.

Time: 7:13P.M.

Respectfully Submitted,

Jenna Camacho