

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING
3 JANUARY 2008**

Presiding Supervisor Plant called the organizational meeting, held at the Walworth Town Hall, 3600 Lorraine Drive, to order at 7:30 PM.

Present:	Frank Maciuska	Councilman
	Patricia Marini	Councilwoman
	Suzi Hawkins-Mance	Councilwoman
	Susie Jacobs	Town Clerk
	Mike Frederes	Highway Superintendent
	George Schaller	Sewer Superintendent
	Jacqueline Van Lare	Recreation Director
	Karen Ambroz	Assessor
Absent:	Thomas Yale	Councilman

MINUTES:

Motion by Councilwoman Hawkins-Mance to table the Minutes.

Seconded by Councilwoman Marini.

Adopted: Vote Ayes 4 Nays 0

CORRESPONDENCE:

Susie Jacobs, Town Clerk, stated that she had received notice from the New York State Unified Court System stating that the Honorable Justices Terence Wolfe and Charles Young had received their Certificates of Completion for the 2007 Continuing Judicial Education Program, certifying them to assume the functions of the office of Town Justice.

PUBLIC PARTICIPATION:

No one present offered any comments.

RESOLUTION 01-08

Councilwoman Marini offered the following Resolution **01-08** and moved its adoption.

Seconded by Councilwoman Hawkins-Mance to wit:

WHEREAS, the following claims submitted at the scheduled Town Board meeting of January 3, 2008, have been audited and approved by the appropriate Council members;

BE IT RESOLVED that the claims be paid on **Abstract #13**, numbered 1,811 through 1,885, in the following amounts:

GENERAL FUND	\$	27,702.97
HIGHWAY FUND	\$	36,956.06
WALWORTH SEWER DISTRICT #1	\$	13,994.65
GANANDA LIGHT DISTRICT	\$	915.46

BE IT FURTHER RESOLVED that the claims be paid on **Abstract #13**, numbered 225 through 229, in the following amounts:

TRUST & AGENCY	\$	481.53
----------------	----	--------

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Walworth adopt Resolution **01-08**.

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

Adopted this 3rd day of January, 2008, at the meeting of the Town Council.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

DEPARTMENT HEAD REPORTS:

HIGHWAY DEPARTMENT – WASTE OIL HEATER

Mike Frederes, Highway Superintendent, reported that the waste oil heater that was approved had been installed and test fired and was ready for use.

SEWER DEPARTMENT-

Nothing reported at this time.

RECREATION –

Nothing reported at this time.

ASSESSOR –

Nothing reported at this time.

ENGINEER – MS4

Ed Parrone, Parrone Engineering, reported that the MS4 information had been submitted and was on file.

ENGINEER – DESIGN CRITERIA

Ed Parrone, Parrone Engineering, stated that they were working together with Phil Williamson and Mike Frederes. They had been given a draft, and Parrone Engineering was awaiting their comments.

ENGINEER – LAND APPLICATIONS

Land applications have been given pending the Board's consideration.

TOWN CLERK –

Susie Jacobs, Town Clerk, advised the Board that she would like to clarify and appoint the following to her office:

FIRST DEPUTY – Linda Kleeman
SECOND DEPUTY –Joyce Gumina

COMMITTEE REPORTS:

PERSONNEL – HOLIDAY SCHEDULE

Councilwoman Marini reported that she had distributed the proposed Holiday Schedule to Board members, with the Town Office and the Highway/Sewer Departments each having their respective holiday schedules, as follow:

2008 TOWN OFFICES EMPLOYEE HOLIDAY SCHEDULE:

JANUARY 1	TUESDAY	NEW YEAR'S DAY
JANUARY 21	MONDAY	MARTIN LUTHER KING
FEBRUARY 18	MONDAY	PRESIDENT'S DAY
MAY 26	MONDAY	MEMORIAL DAY
JULY 4	FRIDAY	4 TH OF JULY
SEPTEMBER 1	MONDAY	LABOR DAY

OCTOBER 13	MONDAY	COLUMBUS DAY
NOVEMBER 4	TUESDAY	ELECTION DAY
NOVEMBER 11	TUESDAY	VETERANS DAY
NOVEMBER 27	THURSDAY	THANKSGIVING
NOVEMBER 28	FRIDAY	FLOATER
DECEMBER 25	THURSDAY	CHRISTMAS
FLOATER		INDIVIDUAL FLOATER

Motion by Councilwoman Marini to approve above proposed 2008 Holiday Schedule for Town Office employees.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 4 Nays 0

2008 HIGHWAY AND SEWER EMPLOYEE HOLIDAY SCHEDULE:

JANUARY 1	TUESDAY	NEW YEAR'S DAY
FEBRUARY 18	MONDAY	PRESIDENT'S DAY *
MARCH 21	FRIDAY	INDIVIDUAL FLOATER
MAY 26	MONDAY	MEMORIAL DAY
MAY 27	TUESDAY	IN LIEU OF MARTIN LUTHER KING DAY
JULY 4	FRIDAY	4 TH OF JULY
SEPTEMBER 1	MONDAY	LABOR DAY
SEPTEMBER 2	TUESDAY	IN LIEU OF ELECTION DAY
OCTOBER 13	MONDAY	COLUMBUS DAY
NOVEMBER 11	TUESDAY	VETERANS DAY
NOVEMBER 27	THURSDAY	THANKSGIVING
NOVEMBER 28	FRIDAY	FLOATER *
DECEMBER 25	THURSDAY	CHRISTMAS

Shut down June 27, 30, July 1, 2, 3, 2008

*If called to work before 6:00 AM will work that day and the Highway Superintendent will substitute another day.

Motion by Councilwoman Marini to approve the above proposed 2008 Holiday Schedule for Highway and Sewer employees.

Seconded by Councilwoman Hawkins-Mance.

Discussion: Councilman Maciuska questioned the Election Day holiday. He asked if there would be an election at the Town Hall again in 2008. Supervisor Plant stated that he did not know yet, that he had heard from the Board of Elections that they were moving the primary on February 5, 2008, from the Town Hall to the Walworth Fire Hall and they anticipated redistricting the whole Town in 2008. Councilman Maciuska asked if it was premature to say that Election Day would be a holiday, then? Councilwoman Marini stated that if the Town Board needed to amend it, they could.

Adopted: Vote Ayes 4 Nays 0

RECREATION – GINEGAW PARK PAVILION USE

Motion by Councilwoman Marini authorizing the use of Ginegaw Park Pavilion to Tom Gentile on Saturday, July 12, 2008, from 2:00 PM to 6:00 PM, for a graduation party with a group of 100 plus people.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 4 Nays 0

RECREATION – USE OF ALCOHOL IN PARK PERMIT

Motion by Councilwoman Marini authorizing the use of alcohol in park permit to Margaret Ludwig on Sunday, August 10, 2008, from 1:00 PM to 8:00 PM, for a family reunion for the use of beer and wine.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 4 Nays 0

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

SNOWMOBILE COMMITTEE

Councilwoman Marini reported that the Snowmobile Committee met to finalize the draft changes to the ordinance.

Motion by Councilwoman Marini authorizing the Town Clerk to advertise for a Public Hearing on Draft #1 of Chapter 166 entitled "Snowmobiles, All-Terrain Vehicles, and Off-Road Motorcycles" on January 17, 2008, at 8:45 PM, at the Walworth Town Hall. Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 4 Nays 0

PROPOSED LOCAL LAW DISCUSSION FOR CHAPTER 123 PORTABLE SANITARY FACILITIES:

Supervisor Plant presented for discussion the need to set a date for Public Hearing. Discussion ensued with Council members agreeing to table until the next meeting.

APPOINTMENTS:

Motion by Councilwoman Hawkins-Mance to approve the following appointments:

Assessment Review Board:	Kelly Mohr	term expires	9/30/2011
Assessment Review Board:	William Boyd	term expires	9/30/2012
Zoning Board:	Pam Knapp	term expires	12/31/2012
Zoning Board:	Gerald Champagne	term expires	12/31/2009
Zoning Board Counsel:	Arthur Williams	term expires	12/31/2008
Planning Board:	Karel Ambroz	term expires	12/31/2012
Planning Board Counsel:	Arthur Williams	term expires	12/31/2008
Recreation Committee:	Terrisa Silvestri	term expires	12/31/2011
Parks Committee:	William Boyd	term expires	12/31/2010
Town Historian:	Eugene Bavis	term expires	12/31/2008
Dog Control Officers:	George Charnitski	term expires	12/31/2008
	Lea Dill	term expires	12/31/2008
Rabies Responders:	George Charnitski	term expires	12/31/2008
	Lea Dill	term expires	12/31/2008
	Robert Farmen	term expires	12/31/2008
Attorney for the Town:	Arthur Williams	term expires	12/31/2008
Sewer Superintendent:	George Schaller	term expires	12/31/2008
Budget Officer:	Robert Plant	term expires	12/31/2008
Sewer Collection Clerk:	Susie Jacobs	term expires	12/31/2008
Fire Marshall:	Norman Druschel	term expires	12/31/2008
Code Enforcement Officer:	Philip Williamson	term expires	12/31/2008
Justice Court Clerk:	Diane Hermanet	term expires	12/31/2008
Deputy Highway Supt.:	Kevin Switzer	term expires	12/31/2008
Kennel Custodian:	Orchard Kennels	term expires	12/31/2008
Engineer for the Town:	Parrone Engineering	term expires	12/31/2008

Seconded by Councilwoman Marini.

Discussion: Councilman Maciuska stated that the Town Board had the opportunity to interview all of the candidates, and they appreciated the fact that in many cases, there was more than one candidate per position. He further stated that if anyone was interested, they should put in an application for future openings; as the Town Board was always interested in people volunteering to serve the Town.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Motion carried.

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

SUPERVISOR APPOINTMENTS:

Supervisor Plant made the following appointments:

Thomas Yale	Deputy Supervisor
Barbara Kuelling	Secretary to the Supervisor

LEGAL PAPER DESIGNATION RESOLUTION 02-08:

Councilwoman Hawkins-Mance offered the following Resolution **02-08** and moved its adoption.

Seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the *Times of Wayne County* will be the legal newspaper for the Town of Walworth for 2008.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

JUSTICE COURT RESOLUTION 03-08:

Councilwoman Marini offered the following Resolution **03-08** and moved its adoption.

Seconded by Councilwoman Hawkins-Mance to wit:

BE IT RESOLVED that the Justice Court will be held at the Walworth Town Offices as follows:

Every Tuesday:	Regular Court at 7:30 PM
1 st Tuesday:	A.D.A Court at 1:00 PM
4 th Tuesday:	A.D.A Court at 1:00 PM
No Court on 5 th Tuesday	

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

2008 TOWN BOARD MEETINGS RESOLUTION 04-08:

Councilman Maciuska offered the following Resolution **04-08** and moved its adoption.

Seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the Town Board meetings will be held the first and third Thursdays at the Walworth Town Offices, 3600 Lorraine Drive, Walworth, at 7:30 PM.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

EXPENDITURES RESOLUTION 05-08:

Councilwoman Marini offered the following Resolution **05-08** and moved its adoption.

Seconded by Councilwoman Hawkins-Mance to wit:

BE IT RESOLVED that the following expenditures by Department Heads be authorized without Town Board approval.

Supervisor	\$1,000.00	Highway Superintendent	\$2,500.00
Town Clerk	\$1,000.00	Sewer Superintendent	\$2,500.00
Recreation	\$1,000.00		

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

OFFICIAL DEPOSITORIES RESOLUTION 06-08:

Councilman Maciuska offered the following Resolution **06-08** and moved its adoption.

Seconded by Councilwoman Marini to wit:

BE IT RESOLVED that the following banks be declared official depositories for Town Officials:

SUPERVISOR:	Fleet Bank, HSBC, JP Morgan Chase, M&T Bank
JUDGE YOUNG:	Charter One
JUDGE WOLFE:	Charter One
TOWN CLERK:	M&T Bank
RECEIVER OF TAXES:	M&T Bank

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Absent
	Supervisor Plant	Aye

Resolution carried.

7:45 PM – COUNCILMAN YALE ARRIVED

CHECK SIGNING RESOLUTION 07-08:

Councilman Maciuska offered the following Resolution **07-08** and moved its adoption.

Seconded by Councilwoman Hawkins-Mance to wit:

BE IT RESOLVED that Supervisor Plant and Deputy Supervisor Yale be authorized to sign checks for monies deposited at the above-listed banks.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Aye
	Supervisor Plant	Aye

Resolution carried.

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

MILEAGE ALLOWANCE RESOLUTION 08-08:

Councilwoman Hawkins-Mance offered the following Resolution **08-08** and moved its adoption.

Seconded by Councilwoman Marini to wit:

BE IT RESOLVED that Town Employees be reimbursed 50.5 cents per mile, or current IRS rate, when his or her personal vehicle is used for Town business.

BE IT FURTHER RESOLVED that the Town Vehicle be used when available.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Aye
	Supervisor Plant	Aye

Resolution carried.

COMMITTEE APPOINTMENTS:

Supervisor Plant appointed Council members to the following Committees:

Councilwoman Marini:

Drainage & MS4
Personnel Chair
Recreation
Sewer
Zoning

Councilman Maciuska:

Cable TV
Insurance
Library
Public Safety
Sewer Chair
Town Clerk

Councilwoman Hawkins-Mance:

Animals
Cemeteries
Drainage & MS4 Chair
Highway
Water

Councilman Yale:

Assessment
Building
Development Review Chair
Highway Chair
Personnel
Planning

ASSOCIATION OF TOWNS CONFERENCE:

Supervisor Plant stated that anyone interested in attending the Association of Towns Conference must sign up very quickly. He further stated that the Town had named Philip Williamson as the Town Delegate.

Motion by Councilman Maciuska authorizing Town Officials to attend the Association of Towns Conference.

Seconded by Councilwoman Marini.

Adopted: Vote Ayes 5 Nays 0

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

FINANCIAL TRANSACTIONS – ABSTRACT #13:

Motion by Councilwoman Hawkins-Mance to approve Abstract #13 as presented.
Seconded by Councilwoman Marini.

\$517.33 from A1620.71 Utilities to A1670.41 Central Printing & Mailing. To cover postage to year end

\$554.99 from A7310.21 Youth Recreation Program Equipment to A7310.43 Youth Recreation Hats/Trop. To cover American Red Cross Program.

\$6,730.75 from Highway Fund Balance to DA5130.41 Repair of Machinery. To cover Truck Repairs. Funds to cover transfer credited to line item DA2680 Insurance Recoveries.

\$10,490.86 from Highway Fund Balance to DA5142.41 Snow Removal. To cover additional J-Miles. Funds to cover transfer credited to line item DA2300 County & State Snow & Ice.

\$1,084.56 from Highway Fund Balance to DA5142.42 Snow Removal Supplies. To cover additional J-Miles. Funds to cover transfer credited to line item DA2300 County & State Snow & Ice.

\$1,800.00 from Highway Fund Balance to DA5148.12 Overtime. To cover overtime to year end. Funds to cover transfer credited to line item DA2300 County & State Snow & Ice.

\$2,980.13 from SS8130.408 Sludge Disposal to SS8130.401 Tel/Wtr. To cover utilities to year end.

\$265.00 from SS8130.408 Sludge Disposal to SS8130.14 Overtime. To cover overtime to year end.

Roll call vote:	Councilman Maciuska	Aye
	Councilwoman Marini	Aye
	Councilwoman Hawkins-Mance	Aye
	Councilman Yale	Aye
	Supervisor Plant	Aye

Motion carried.

OFFICE OF REAL PROPERTIES:

Supervisor Plant informed the Board that he had received notice from the Office of Real Properties Services that the Assessor had kept everything up to 100% for the State Aid parcel and the Town would receive a total of \$18,430.00.

Councilman Maciuska congratulated Karen Ambroz, Assessor.

WASTE WATER TREATMENT PLANT SUPERVISOR APPLICATIONS:

Supervisor Plant stated that he had received numerous applications for the position of Waste Water Treatment Plant Supervisor and needed to set up interviews. He further stated that there was a company interested that would like to come in for a presentation. A Special Meeting with intent to enter into Executive Session was scheduled for Thursday, January 10, 2008, at 7:30 PM, for this purpose. The remaining applications will be narrowed down by the Chairs of the Sewer and Personnel Committees and perhaps the Supervisor. Interviews for the position have been scheduled for January 24, 2008, at 7:30 PM.

**WALWORTH TOWN BOARD - ORGANIZATIONAL MEETING - CONTINUED
3 JANUARY 2008**

EXECUTIVE SESSION:

Motion by Councilwoman Marini to adjourn to Executive Session to discuss proposed, pending or current litigation and the employment history of a particular person/corporation, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 5 Nays 0

Time: 7:58 PM.

RECONVENE:

Supervisor Plant reconvened the regularly scheduled Town Board meeting.

Time: 8:07 PM.

AMENDING FINANCIAL TRANSACTION MOTION ABSTRACT #13 (page 8):

Motion by Councilman Maciuska to correct prior motion, replacing "Abstract #13" with "financial transactions that we discussed."

Seconded by Councilwoman Marini.

Adopted: Vote Ayes 5 Nays 0

CONGRATULATIONS EXTENDED:

Supervisor Plant extended his congratulations to Suzi Hawkins-Mance for being awarded a grant for additional security cameras. More information will be forthcoming. The Town Board extended their congratulations as well.

ADJOURNMENT:

Motion by Councilwoman Hawkins-Mance to adjourn. Seconded by Councilwoman Marini and unanimously carried.

Time: 8:10 PM.

Respectfully Submitted,

Susie C. Jacobs
Town Clerk