

**WALWORTH TOWN BOARD - REGULAR MEETING
15 FEBRUARY 2007**

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

Board members present:	Thomas Yale	Councilman
	Suzi Hawkins-Mance	Councilwoman
Necessarily absent:	Daniel Keyes	Councilman
	Patti Marini	Councilwoman

Town employees present:	Susie Jacobs	Town Clerk
	Debora Germain	Parks & Recreation Director
	Karen Ambroz	Assessor
	Ed Parrone	Engineer
Necessarily absent:	Michael Frederes	Highway Superintendent
	George Schaller	Sewer Superintendent

MINUTES:

Motion by Councilman Yale to approve the Minutes of January 18, 2007, and February 1, 2007, as presented.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 3 Nays 0

CORRESPONDENCE:

Everyone is invited to join Gananda Pharmacy for their Grand Opening Celebration on Saturday, March 3, 2007, from 9:00 AM – 3:00 PM.

SUPERVISOR'S REPORT:

Motion by Councilwoman Hawkins-Mance to approve and file the Supervisor's Monthly Report for January, 2007, as presented.

Seconded by Councilman Yale.

Adopted: Vote Ayes 3 Nays 0

TOWN CLERK'S REPORT:

Council Members stated that they would like to review this report and would approve it at the next meeting.

PUBLIC PARTICIPATION:

No one present offered any comments.

**WALWORTH TOWN BOARD – REGULAR MEETING CONTINUED
15 FEBRUARY 2007**

RESOLUTION 18-07 – ABSTRACT NUMBER 2:

Councilman Yale offered the following Resolution **18-07**, and moved its adoption. Seconded by Councilwoman Hawkins-Mance to wit:

WHEREAS, the following claims submitted at the scheduled Town Board meeting of February 15, 2007, have been audited and approved by the appropriate Council members;

BE IT RESOLVED that the claims be paid on **Abstract #2**, numbered **79** through **223** in the following amounts:

GENERAL FUND	\$ 56,351.40
HIGHWAY FUND	\$ 69,548.44
WALWORTH SEWER DISTRICT #1	\$ 29,108.22
HIGHWAY GARAGE PROJECT	\$ 738.75
BROOKSIDE LIGHT DISTRICT	\$ 12.03
GANANDA LIGHT DISTRICT	\$ 1,508.25
HARVEST HILL LIGHT DISTRICT	\$ 684.38
ORCHARD VIEW LIGHT DISTRICT	\$ 89.83
WALWORTH LIGHT DISTRICT	\$ 599.19
WALWORTH CONSOLIDATED DRAINAGE	\$ 2,922.50

BE IT FURTHER RESOLVED that the claims be paid on **Abstract #2**, numbered **7** through **19** in the following amounts:

TRUST & AGENCY	\$697,550.40
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NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Walworth adopt Resolution **18-07**.

Adopted this 15th day of February, 2007, at the meeting of the Town Council.
Adopted: Vote Ayes 3 Nays 0

DEPARTMENT HEAD REPORTS:

PARKS & RECREATION:

Nothing reported at this time.

SEWER DEPARTMENT:

Nothing reported at this time.

ASSESSOR DEPARTMENT:

Karen Ambroz reported that Patti Anselm completed her six-month probationary period. Karen has done a complete evaluation and recommends that Patti be placed at Step One on the wage schedule. Councilman Yale stated that his understanding with regard to the employee wage schedule is that Department Heads and supervisors evaluate employees and determine step advancements.

ENGINEERING DEPARTMENT – MODIFYING TOWN’S ZONING MAP

Ed Parrone, Town Engineer, presented the following schedule of meetings for the purpose of modifying the Town’s zoning map. Parrone Engineering will prepare the EAF and necessary letters to submit to involved agencies.

**WALWORTH TOWN BOARD – REGULAR MEETING CONTINUED
15 FEBRUARY 2007**

Town of Walworth Tentative Schedule to Modify
The Town's Zoning Map

- | | |
|---|---------------------------|
| 1. Project initiation at Town Board meeting | February 15, 2007 |
| 2. Prepare long-form EAF (this action is Type I) | March 9, 2007 (completed) |
| 3. Prepare letters and send to involved agencies to determine lead agency | March 9, 2007 |
| 4. Submit project to Wayne County Planning Board | March 19, 2007 |
| 5. Introduce the project to public at Planning Board workshop | March 21, 2007 |
| 6. Conduct public hearing at Town Board meeting | April 5, 2007 |
| 7. Determine lead agency and determine significance under SEQR | April 19, 2007 |
| 8. Final project adoption at Town Board meeting | May 17, 2007 |

This tentative schedule assumes there is no obligation by any of the involved agencies. It also assumes that there are no major objections from residents and Wayne County Planning Board approves the modifications.

Involved Agencies include:

- a. N.Y.S. Department of Transportation
- b. N.Y.S. Department of Environmental Conservation
- c. N.Y.S. Historic Preservation and Recreation Department
- d. U.S. Army Corp of Engineers
- e. Wayne County Department of Transportation
- f. Wayne County Water Authority

Motion by Councilman Yale scheduling a Public Hearing for April 5, 2007, at 7:45 PM, for the purpose of modifying the Town's zoning map.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 3 Nays 0

ENGINEERING DEPARTMENT – CONSTRUCTION SEASON

Ed Parrone will contact Department heads to facilitate the 2007 construction season projects.

TOWN CLERK – PASSPORT CLINIC – MARCH 28, 2007

Susie Jacobs, Town Clerk, stated that the Town Clerk's Office will host a passport clinic in conjunction with Mike Jankowski, Wayne County Clerk, on March 28, 2007, from 6:00 – 7:30 PM. Councilman Yale inquired about the possibility of having the Town Clerk certified as a passport agent to facilitate the large number of residents needing passports.

COMMITTEE REPORTS:

Council Members had nothing to report.

WILLIAMSON LAW BOOK AGREEMENT AUTHORIZATION:

Motion by Councilman Yale authorizing Supervisor Plant to sign the contract with Williamson Law Book for the Municipal Accounting Software support.

Seconded by Councilwoman Hawkins-Mance.

Adopted: Vote Ayes 3 No 0

**WALWORTH TOWN BOARD – REGULAR MEETING CONTINUED
15 FEBRUARY 2007**

RESOLUTION 19-07 – BRUJAN SPECIAL REVENUE FUND:

Councilman Yale offered the following resolution **19-07**, and moved its adoption. Seconded by Councilwoman Hawkins-Mance to wit:

BE IT RESOLVED that the (CM3) Brujan Special Revenue Fund was established erroneously in May, 1998, as a special revenue fund. The funds were held in escrow for the completion of the Brookside Subdivision.

NOW, THEREFORE, BE IT RESOLVED that the Brujan Special Revenue Fund be dissolved and that the balance of \$32,303.52 be divided between the Hamlets Sidewalk Reserve Fund upon its establishment for construction of sidewalk from Brookside to Sherburne Road and the Highway Fund (DA5112.23 Brookside Subdivision) for the completion of all unfinished design requirements within the Brookside Development.

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

Resolution carried.

RESOLUTION 20-07 – CAPITAL RESERVE FUND WALWORTH HAMLET SIDEWALKS:

Councilwoman Hawkins-Mance offered the following resolution **20-07**, and moved its adoption. Seconded by Councilman Yale to wit:

RESOLVED that pursuant to Section 6-c {6-g} of the General Municipal Law, as amended, there is hereby established a Capital Reserve Fund to be known as the “Hamlets Sidewalk Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of capital improvement. The type of capital improvement to be financed from the Reserve Fund is the construction and reconstruction of the sidewalks in the Walworth Hamlets (Walworth Hamlet, Lincoln Hamlet & West Walworth Hamlet).

The Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner proved by Section 10 of the General Municipal Law. The Chief Fiscal Officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Walworth. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Chief Fiscal Officer shall account for the Reserve Fund in a manner, which maintains the separate identity of the cash and investments of the Reserve Fund.

Except as otherwise provided by Section 6-c {6-g} of the General Municipal Law, Expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the Town Board.

BE IT FURTHER RESOLVED that the Reserve Fund be established in the amount of \$20,000.00, per the 2007 Town of Walworth Budget.

BE IT FURTHER RESOLVED that this Resolution is subject to a Permissive Referendum and that the Town Clerk publish or cause to be published a public notice in the official newspaper of the Town. Subject to 30 days.

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

Resolution carried.

**WALWORTH TOWN BOARD – REGULAR MEETING CONTINUED
15 FEBRUARY 2007**

TOWN COMPLEX TELEPHONE DISCUSSION:

Supervisor Plant reported that he has completed a review of the telephones and has found broken phones needing repair or replacement. Councilman Yale suggested that the Supervisor look into State contracts and report his findings.

SMALL CITIES GRANT PUBLIC HEARING SCHEDULED:

Motion by Councilwoman Hawkins-Mance scheduling the following Public Hearings for the purpose of Small Cities Grant:

March 1, 2007, at 7:45 PM, for citizen's input.
March 15, 2007, at 7:45 PM, for feedback and selecting ideas.

Seconded by Councilman Yale.
Adopted: Vote Ayes 3 No 0

EXECUTIVE SESSION:

Motion by Councilman Yale to adjourn to executive session for matters of litigation and purchase of properties.

Seconded by Councilwoman Hawkins-Mance and unanimously carried.

Time: 7:55 PM.

RECONVENED:

Supervisor Plant reconvened the meeting at 8:50 PM.

HUMANE SOCIETY LETTER:

Councilwoman Hawkins-Mance read a letter from the Humane Society of Wayne County, thanking the Board for their support.

TOWN COMPLEX MEETING ROOM THANK YOU:

Supervisor Plant thanked all those involved in painting the Town Hall main meeting room.

ADJOURNMENT:

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

Time: 8:52 PM.

Respectfully submitted,

Susie C. Jacobs
Town Clerk