

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

Presiding Supervisor Marini called the Special Meeting Town Board Meeting, County of Wayne, State of New York, held at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY to order at 7:30 PM and led those present in the Pledge of Allegiance.

PRESENT:

Patricia Marini	Supervisor
Larry Ruth	Councilman
Vaughn Pembroke	Councilman
Judy Markowski	Councilwoman
Susie Jacobs	Town Clerk

ABSENT:

Suzi Hawkins-Mance	Councilwoman
Michael Frederes	Highway Superintendent

OTHERS PRESENT: Rob Burns, Sewer Superintendent; Jacqueline VanLare, Recreation Director; Brendan Bystrak, Labella Associates, P.C. Engineer for the Town, Town Newspaper Reporter, and seven (7) attendees.

MINUTES:

Motion by Councilman Ruth that the Minutes of March 19, 2015 Regular Meeting are approved as submitted by the Town Clerk.

Seconded by Council

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

PUBLIC PARTICIPATION:

Two Residents from Sherburne Road address the Board to discuss concerns and questions regarding the proposed Town Solar Project. Some of the issues discussed were: Site Plan / map, alternative location for Solar project, can the Town purchase property to locate Solar Project, notification to residents, the need for a meter at project sight, some qualifications for the Solar grant, the Town of Williamson Solar Project; eight years planning, what other locations in the Town were considered (Waste Water Treatment Plant & Town Complex) for the Solar Project and the loss of farm land in the Town were a few of the discussion points. Discussion ensued.

Continued on the next page.

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

PROCLAMATION – EMS WEEK:

Town of Walworth

EMS PROCLAMATION

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, firefighters, educators, administrators, emergency nurses, emergency physicians, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, we the Town Board of the Town of Walworth, NY, in recognition of this event do hereby proclaim the week of May 17-23, 2015, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, *EMS*, we strongly encourage the community to observe this week with appropriate programs, ceremonies and activities.

Patricia Marini, Town Supervisor

Motion by Councilman Pembroke approving the Proclamation. Seconded by Councilman Ruth.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

COMMITTEE REPORT'S:

Council members reported on their respective committee's with the following Town Board actions:

BOARD OF ETHICS COMMITTEE:

Councilman Ruth noted the Board of Ethics Committee Members: Douglas Weeks, Martha Conte, Lindsey Burgess, Ted Kuhn and Jack Skvorak.

Supervisor Marini indicated that an employee and alternative must also be added to this list; can't be Elected Official.

Motion by Councilman Ruth acknowledging the Committee Appointments.

Seconded by Councilman Pembroke.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

TOWN CLERK – DEPUTY TOWN CLERK & DEPUTY REGISTRAR OF VITAL STATISTICS APPOINTMENT – CRYSTAL LEWANDROWSKI:

Susie C. Jacobs, Town Clerk, appoints Ms. Crystal Lewandrowski, as Deputy Town Clerk and Deputy Registrar of Vital Statistics, expiring 12/31/2015.

Motion by Councilman Ruth acknowledging Town Clerk's Appointment.

Seconded by Councilman Pembroke.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

TOWN CLERK – ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING 12/31/2014 AND PUBLIC NOTICE:

I Susie C. Jacobs, Town Clerk, certify that the Town of Walworth Annual Financial Report ending December 31, 2014, of the Supervisor, was filed in the Town Clerk's Office and is available for public inspection and copying. Legal Notice was posted.

Motion by Councilman Ruth acknowledging the Annual Financial report for Fiscal Year Ending 12/31/2014 is on file.

Seconded by Councilwoman Markowski.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

PARKS & RECREATION - RESOLUTION 78-15 AUTHORIZE TO DECLARE THE 2005 CHEVROLET SILVERADO 2500H TRUCK AND WESTERN 8' ULTRA-MOUNT PLOW SURPLUS AND SOLD AT THE MUNICIPAL AUCTION:

Councilwoman Markowski offered the following Resolution 78 -15 and moved its adoption. Seconded by Councilman Pembroke to wit:

The following was submitted:

**TOWN OF WALWORTH
Parks & Recreation Department
3600 Lorraine Drive
Walworth, NY 14568**

Jacqueline VanLare, Director of Parks & Recreation
walrec@townofwalworthny.gov

315-986-1400 PHONE
315-986-1440 FAX

April 1, 2015

Attention:
Patricia Marini, Walworth Town Supervisor
Walworth Town Board Members

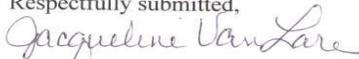
Re: Items to be acted upon

I am requesting the following items to be declared surplus with authorization to sell them at the Palmyra Municipal Auction on May 9, 2015 to the highest bidder.

- 2005 Chevrolet Silverado 2500H Truck ~ Vin # 1GCHK24U85E253308
- Western 8' Ultra-Mount Plow ~ ID# 08021810022364588

Town Board approval for Boy Scout Troop 113 to hold their annual New Scout Camp out at Ginegaw Park on April 25th and April 26th.

Respectfully submitted,


Jacqueline VanLare

BE IT RESOLVED, that the 2005 Chevrolet Silverado 2500H Truck VIN 1GCHK24U85E253308 and Western 8' Ultra-Mount Plow ID#08021810022364588 be declared surplus and sold at the Municipal Auction for the highest bid.

Adopted this 2nd day of April, 2015 at the meeting of the Town Board.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Resolution carried.

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

RESOLUTION 79-15 AUTHORIZE THE USE OF GINEGAW PARK FOR BOY SCOUT TROOP 113, ANNUAL SCOUT CAMP-OUT ON APRIL 25th – 26th, 2015:

Councilman Ruth offered the following Resolution 79 -15 and moved its adoption.

Seconded by Councilwoman Markowski to wit:

The memo dated April 1, 2015, from the Parks & Recreation director was submitted; see above:

BE IT RESOLVED, authorizing Boy Scout Troop 113 Use of Ginegaw Park for the annual Scout camp-out on April 25th – 26th, 2015.

Adopted this 2nd day of April, 2015 at the meeting of the Town Board.
Discussion ensued.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Resolution carried.

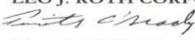
OTHER BUSINESS:

RESOLUTION 80-15 AUTHORIZE THE TOWN SUPERVISOR TO SIGN THE QUOTE DATED MARCH 27, 2015 FOR INSTALLATION OF A NEW DAIKEN WATER SOURCE HEAT PUMP IN THE NYS TOOPERS AREA AT THE TOWN COMPLEX, FROM A1620.42 - \$4,350.00:

Councilman Pembroke offered the following Resolution 80-15 and moved its adoption.

Seconded by Councilman Ruth to wit:

The following was submitted:

		W5025
<p>Leo J Roth Corporation 841 Holt Road, Webster New York 14580 p 585.872.0220 f 585.872.1611 leojroth.com</p> <p>Mechanical & Roofing Contractors • Roth Controls • Roth Residential • Roth Green Energy</p>		
		March 27, 2015
<p>Walworth Town Hall Barbara Kuelling 3600 Lorraine Drive Walworth, NY 14568</p>		
Dear Barbara,		
<p>Pursuant to your request we hereby submit our quote to install a new Daiken water source heat pump rated at 15 MBH. Daiken is the new name for McQuay. The scope of work is as follows:</p>		
<ul style="list-style-type: none"> • Discard, remove and dispose of existing unit • Set new unit • Supply and return duct • Supply and return water lines • Electric and controls • Start up with 1 (one) year parts and labor warranty and a 5 (five) year compressor warranty 		
<p>All labor and materials for the above scope of work to be completed for the sum of \$4,350.00 (Four Thousand Three Hundred And Fifty Dollars) plus applicable taxes.</p>		
Barbara, please feel free to contact me with any questions or concerns regarding these items.		
		<p>Sincerely, LEO J. ROTH CORPORATION  Timothy O'Grady LEED ® A/P</p>
Accepted:		
Firm:		
By:		
Quotation Subject to 30 day acceptance		
TO/MA	Solution Driven Since 1948	

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

BE IT RESOLVED, that the Town Supervisor sign the quote dated March 27, 2015, with Leo J. Roth, Corporation for the installation of a new Daiken Water Source Heat Pump in the NYS Troopers Area at the Town Complex, from A1620.42 - \$4,350.00.

Adopted this 2nd day of April, 2015 at the meeting of the Town Board.
Discussion ensued: Non-Budgeted item – an emergency situation.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Resolution carried.

**RESOLUTION 81-15 ACKNOWLEDGING EMPLOYEE ANNUAL SAFETY TRAINING
– MARCH 11, 2015:**

Councilwoman Markowski offered the following Resolution 81-15 and moved its adoption. Seconded by Councilman Pembroke to wit:

WHEREAS, the Town provided annual training on March 11, 2015 with Empire & Consulting for the Highway Department, Waste Water Treatment Plant, Parks & Recreation Department and Office Staff Employees, and

WHEREAS, the Town has a Flash Drive available for new employees to view.

BE IT RESOLVED, the attendance certification for employees attending the annual training will be on with the Town Clerk.

Adopted this 2nd day of April, 2015 at a meeting of the Town Board.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Resolution carried.

RESOLUTION 82-15 AMENDING ADOPTION RESOLUTION 16-15 2015 SALARY MATRIX:

Councilwoman Markowski offered the following Resolution 82-15 and moved its adoption. Seconded by Councilman Ruth wit:

WHEREAS, the Town Board adopted Resolution 16-15 Adoption of the 2015 Salary matrix on January 8, 2015, and

WHEREAS, the following was submitted requesting the new Title and Salary Levels be added to the Adopted 2015 Salary Matrix:

The following was submitted:

Continued on the next page

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

	A	B	C	D	E	F	G	H	I	J	K	L
1												
2												
3												
4												
5												
6												
7		2.00%										
8		2015	Entry Level				Mid Point					End Point
9	WASTE WATER OPERATOR		\$25.25				\$27.33					\$30.18
10	Salaried-Exempt Position											
11	Bi Weekly Pay @ 80 Hours	80	\$2,020.00				\$2,186.51					\$2,414.09
12	Annual 26 Pay Periods	26	\$52,520.00				\$56,849.34					\$62,766.26
13												
14												
15	WASTE WATER LAB TECHNICIAN	2015	Entry Level				Mid Point					End Point
16	Hourly Non-Exempt		\$19.72				\$21.35					\$23.57
17	Bi Weekly Pay @ 80 Hours	80	\$1,577.60				\$1,707.64					\$1,885.38
18	Annual Pay - 26 Pay Periods	2088	\$41,175.36				\$44,569.53					\$49,208.37
19												
20												
21												
22	WASTE WATER TECHNICIAN	2015	Entry Level				Mid Point					End Point
23	Hourly Non-Exempt		\$19.72				\$21.35					\$23.57
24	Bi Weekly Pay @ 80 hours	80	\$1,577.60				\$1,707.64					\$1,885.38
25	Annual Pay - 26 Pay Periods	2088	\$41,175.36				\$44,569.53					\$49,208.37
26												
27												
28												
29												
30	ASSISTANT OPERATORS	2015	Entry Level				Mid Point					End Point
31	Hourly Non-Exempt		\$17.06				\$18.47					\$20.39
32	Bi Weekly Pay @ 80 Hours	80	\$1,364.80				\$1,477.30					\$1,631.06
33	Annual Pay - 26 Pay Periods	2088	\$35,621.28				\$38,557.62					\$42,570.73
34												
35												
36												
37	SEWER CLERK	2015	Entry Level				Mid Point					End Point
38	Hourly Non-Exempt		\$16.02				\$17.34					\$19.15
39	Bi Weekly Pay @ 20 Hours	20	\$320.40				\$346.81					\$382.91
40	Annual Pay - 26 Pay Periods	26	\$8,330.40				\$9,017.09					\$9,955.60
41												
42												
43												
44	ASSESSOR	2015	Entry Level				Mid Point					End Point
45	Salaried-Exempt		\$22.21				\$24.04					\$26.54
46	Bi Weekly Pay @ 75 Hours	75	\$1,665.75				\$1,803.06					\$1,990.73
47	Annual Paid In 26 Pay Periods	26	\$43,309.50				\$46,879.60					\$51,756.86
48												
49												
50												
51	ASSESSMENT CLERK	2015	Entry Level				Mid Point					End Point
52	Hourly Non-Exempt		\$11.67				\$12.63					\$13.95
53												
54												
55												
56												
57												

Continued on the next page

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

	A	B	C	D	E	F	G	H	I	J	K	L
58												
59												
60												
61												
62												
63												
64		2015	Entry Level				Mid Point					End Point
65	RECREATION DIRECTOR		\$23.86				\$25.50					\$28.16
66	Salaried-Exempt											
67	Bi Weekly Pay @ 80 Hours	80	\$1,884.80				\$2,040.17					\$2,252.51
68	Annual 26 Pay Periods	26	\$49,004.80				\$53,044.37					\$59,565.27
69												
70												
71		2015	Entry Level				Mid Point					End Point
72	ASSISTANT RECREATION DIRECTOR		\$16.74				\$18.12					\$20.01
73	Salaried-Exempt											
74	Bi Weekly Pay @ 80 Hours	80	\$1,339.20				\$1,449.59					\$1,600.47
75	Annual 26 Pay Periods	26	\$34,819.20				\$37,689.42					\$41,612.17
76												
77												
78		2015	Entry Level				Mid Point					End Point
79	SEASONAL LABOR		\$9.00				\$9.74					\$10.76
80	Part Time - Hourly											
81												
82												
83												
84	SEASONAL LABOR	2015	Entry Level				Mid Point					End Point
85	Part Time - Hourly		\$9.00				\$9.74					\$10.76
86												
87												
88												
89	LABORER PARKS/MAINT TOWN HALL	2015	Entry Level				Mid Point					End Point
90	Hourly Non-Exempt		\$12.28				\$13.29					\$14.68
91	Bi Weekly Pay @ 80 Hours	80	\$982.40				\$1,063.38					\$1,174.06
92	Annual 26 Pay Periods	26	\$25,542.40				\$27,647.92					\$30,525.53
93												
94												
95		2015	Entry Level				Mid Point					End Point
96	RECREATION CLERK		\$12.15				\$13.15					\$14.52
97	Hourly Non-Exempt											
98	Bi Weekly Pay @ 40 Hours	40	\$486.00				\$526.06					\$580.81
99	Annual 26 Pay Periods	26	\$12,636.00				\$13,677.61					\$15,101.19
100												
101												
102												
103	BUILDING INSPECTOR	2015	Entry Level				Mid Point					End Point
104	Hourly Non-Exempt		\$22.11				\$23.93					\$26.42
105	Bi Weekly Pay @ 80 Hours	80	\$1,768.80				\$1,914.61					\$2,113.88
106	Annual 26 Pay Periods	26	\$45,988.80				\$49,779.76					\$54,960.87
107	FIRE MARSHALL ANNUAL STIPEND (\$1,463.63) NOT INCLUDED IN BUILDING INSPECTOR SALARY LINE.											
108												
109		2015	Entry Level				Mid Point					End Level
110	CODE ENFORCEMENT		\$15.59				\$16.88					\$18.63
111	Salaried Exempt											
112	Bi Weekly Pay @ 52 Hours	52	\$810.68				\$877.51					\$968.84
113	Annual 26 Pay Periods	26	\$21,077.68				\$22,815.16					\$25,189.78
114												

Continued on the next page

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

	A	B	C	D	E	F	G	H	I	J	K	L
115												
116												
117												
118												
119												
120												
121		2015	Entry Level				Mid Point					End Point
122	BUILDING/ZONING CLERK		\$15.30				\$16.56					\$18.28
123	Hourly Non-Exempt											
124	Bi Weekly Pay @ 75 Hours	75	\$1,147.50				\$1,242.09					\$1,371.37
125	Annual 26 Pay Periods	26	\$29,835.00				\$32,294.36					\$35,655.59
126												
127												
128		2015	Entry Level				Mid Point					End Point
129	MS 4 CLERK		\$12.15				\$13.15					\$14.52
130	Hourly Non-Exempt											
131	Bi Weekly Pay @ 15 Hours	15	\$182.25				\$197.27					\$217.81
132	Annual 26 Pay Periods	26	\$4,738.50				\$5,129.10					\$5,662.95
133												
134												
135		2015	Entry Level				Mid Point					End Point
136	TOWN COMPTROLLER		\$24.86				\$26.91					\$29.71
137	Salariated Exempt											
138	Bi Weekly Pay @75 Hours	75	\$1,864.50				\$2,018.19					\$2,228.25
139	Annual 26 Pay Periods	26	\$48,477.00				\$52,473.06					\$57,534.50
140												
141												
142		2015	Entry Level				Mid Point					End Point
143	CLERK TO SUPERVISOR		\$15.81				\$17.11					\$18.89
144	Hourly Non-Exempt											
145	Bi Weekly Pay @ 75 Hours	75	\$1,185.75				\$1,283.49					\$1,417.08
146	Annual 26 Pay Periods	26	\$30,829.50				\$33,370.84					\$36,844.11
147												
148												
149		2015	Entry Level				Mid Point					End Point
150	SENIOR ACCOUNT CLERK		\$18.37				\$19.88					\$21.95
151	Hourly Non-Exempt											
152	Bi Weekly Pay @ 75 Hours	75	\$1,377.75				\$1,491.32					\$1,646.54
153	Annual 26 Pay Periods	26	\$35,821.50				\$38,774.34					\$42,810.01
154												
155												
156		2015	Entry Level				Mid Point					End Point
157	COURT CLERK (S)		\$15.00				\$16.24					\$17.93
158	Hourly Non-Exempt											
159												
160												
161		2015	Entry Level				Mid Point					End Point
162	COURT CLERK (S)		\$15.00				\$16.24					\$17.93
163	Hourly Non-Exempt											
164												
165												
166		2015	Entry Level				Mid Point					End Point
167	DEPUTY TOWN CLERK		\$12.15				\$13.15					\$14.52
168	Hourly Non-Exempt											
169												
170												
171												

4/17/2015

Continued on the next page

**WALWORTH TOWN BOARD – REGULAR MEETING
2 APRIL 2015**

NOW, THEREFORE BE IT RESOVED that we, the Town Board of the Town of Walworth adopt the Amended “2015 Salary Matrix”.

Adopted this 2nd day of April, 2015 at a meeting of the Town Board.
Discussion ensued.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Resolution carried.

MS4 - THREE (3) MINI GRANTS AWARED TO THE TOWN:

The Town participates with a Coalition Membership paying annual dues. This Coalition has award the Town three (3) Mini-Grants of \$1,000.00 each for qualifying for Water Quality Standards providing a large long term benefits for the whole watershed perspective; in addition to improving the quality of life and property. Discussion ensued.

COMMUNICATIONS:

Nothing to share at this time.

EXECUTIVE SESSION:

Motion by Councilman Pembroke to enter into executive session to discuss the medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilman Ruth.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

Time: 8:03 PM.

RECONVENE:

Supervisor Marini reconvened the regularly scheduled meeting.

Time: 8:07 PM.

ADJOURNMENT:

Motion by Councilman Pembroke to adjourn.

Seconded by Councilwoman Markowski.

Roll call vote:	Councilman Ruth	Aye
	Councilman Pembroke	Aye
	Councilwoman Hawkins-Mance	Absent
	Councilwoman Markowski	Aye
	Supervisor Marini	Aye

Motion carried.

Time: 8:08 PM.

Respectfully Submitted,
Susie C. Jacobs, MMC, RMC
Town Clerk