

**WALWORTH TOWN BOARD – REGULAR MEETING  
6 FEBRUARY 2014**

Presiding Supervisor Marini called the regularly scheduled 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 with the Pledge to the Flag.

**PRESENT:**

Patricia Marini	Supervisor
Larry Ruth	Councilman
Suzi Hawkins-Mance	Councilwoman
Judy Markowski	Councilwoman
Susie Jacobs	Town Clerk

**ABSENT:**

Vaughn Pembroke	Councilman
Michael Frederes	Highway Superintendent

**OTHERS PRESENT:** Rob Burns, Sewer Superintendent; Jacqueline VanLare, Recreation Director; David P. Saracino, Boylan Code LLP, Attorney for the Town; Jean Johnson, Town Comptroller; Beth Hart, Deputy Town Clerk and two attendees.

**MINUTES:**  
Motion by Councilman Ruth that the Minutes of January 16, 2014 Regular Meeting be approved as submitted by the Town Clerk.  
Seconded by Councilwoman Hawkins-Mance.

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

Motion carried.

**PUBLIC PARTICIPATION:**

Mr. Day Way, Library Board of Trustee, President, inquired as to when the Library would receive the 2014 budgeted amount from the Town. The Town Comptroller indicated within the next two weeks. He thanked everyone.

**COMMITTEE REPORTS:**

Council members reported on their respective committees with the following Town Board actions:

The following was submitted:



3451 Ontario Center Road

Walworth NY 14568

Rob Burns, Sewer Superintendent  
PHONE  
[sewer@townofwalworthny.gov](mailto:sewer@townofwalworthny.gov).

315-986-3415  
315-986-1741 FAX

January 21, 2014

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

Re: Training Request

I am requesting Town Board approval for John Pagliuso to attend the following training seminars:

- 2014 AWMA-NYWEA seminar (Air & Waste Management Association - New York Water Environment Association), February 12, 2014 at the RIT Inn and Conference Center. Fee is \$65.00
- Confined Space Awareness for Wastewater and Water, February 26, 2014 at the Civil Defense Training Facility, Bath NY. Fee is \$40.00.

The total for these 2 training seminars is \$105.00 to be expended from budget line SS8110.41. Continuing education credits will be applied.

Thank you,

Rob Burns,  
Sewer Superintendent

**SEWER – RESOLUTION 34-14 AUTHORIZE ATTENDANCE TO AWMA-NYWEA CONFERENCE – JOHN PAGLIUSO:**

Councilwoman Hawkins-Mance offered the following Resolution 34-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLVED**, that John Pagliuso is authorized to attend the Air & Waste Management Association - New York Water Environment Association Conference (AWMA & NYWEA) as requested above. Education & Training Request Form submitted.

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

Resolution carried.

**SEWER – RESOLUTION 35-14 AUTHORIZE ATTENDANCE TO CONFINED SPACE AWARENESS TRAINING – JOHN PAGLIUSO:**

Councilman Ruth offered the following Resolution 35-14 and moved its adoption. Seconded by Councilwoman Hawkins-Mance to wit:

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**RESOLVED**, that John Pagliuso is authorized to attend Confined Space Awareness for Wastewater and Water on February 26, 2014 in Bath, NY for an amount not to exceed \$40.00 from SS8110.41. Town Education & Training Request Form submitted.

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

Resolution carried.

**RECEIVER OF TAXES – DEPUTY RECEIVER OF TAXES – LOUISE WELLER:**

Notice from Linda Bretsch, Receiver of Taxes, stating she is appointing Ms. Louise Weller as Deputy Receiver of Taxes for 2014.

Motion by Councilman Ruth to accept and file.  
Seconded by Councilwoman Markowski.  
Discussion ensued.

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

Motion carried.

**TOWN CLERK – RESOLUTION 36-14 AUTHORIZE ATTENDANCE & PREPAY TO BUSINESS SKILLS TRAINING – BETH HART:**

Councilman Ruth offered the following Resolution 36-14 and moved its adoption.  
Seconded by Councilwoman Hawkins-Mance to wit:

**RESOLVED**, that Beth Hart is authorized to attend and prepay registration to Business Skills Training, on February 13, 2014 in Rochester, NY for \$149.00 from A1410.42. Education & Training Request Form submitted.

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

Resolution carried.

**SAFETY COMMITTEE – RESOLUTION 33-14 SAFETY COMMITTEE RECOMMENDATIONS & AUTHORIZE BUDGET MODIFICATION FROM A1990.41 CONTINGENT ACCOUNT TO A1620.23 EQUIPMENT SAFETY - \$1,000.00:**

The following was submitted:

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January 31, 2014

TO: Town Supervisor, Council members

FROM: Town Safety Committee

RE: Committee Recommendations

The Town Safety Committee first met on January 25, 2012 and continues to meet to discuss areas of concern, general information, immediate needs, incident reports, presentations (Sherriff's Office/ NYS Troopers ), review required safety inspections (NYMIR, harness inspections, fire extinguishers, safety equipment, hearing test, playground equipment, large equipment inspection) and a tour of the Town Departments/Complex.

The committee is represented by the following departments: Highway, Sewer, Parks & Recreation, Building Maintenance and Building Inspector, Town Supervisor, Town Clerk and Committee Chair/Council member.

The following are the recommendations that the Safety Committee has identified, discussed and is recommending the Town Board review for action.

- Building Department – 2/3 step safety ladder for the Building Department vault.
- Employee Identification Cards for those who are in the field needing to identify themselves as Town Employees. (Assessor, Clerk to Assessor, Building Inspector/Fire Marshal, Code Enforcement Officer, Town Clerk, Parks & Recreation Director, Assistant Parks & Recreation Director, Building Maintenance/Parks Assistant).
- Fire Drill
- Required Safety Training
- Town Complex parking lot lighting

Discussion ensued.

Councilwoman Hawkins-Mance offered the following Resolution 33-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLVED**, Authorizing 2014 Budget Modification from A1990.41 Contingent Account to A1620.23 Equipment Safety for an amount not to exceed one thousand dollars and no cents (\$1,000.00).

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

Resolution carried.

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**SAFETY COMMITTEE – RESOLUTION 37-14 AUTHORIZING THE PURCHASE OF SAFETY LADDER FOR BUILDING DEPARTMENT FOR AN AMOUNT NOT TO EXCEED \$266.99 FROM A1620.23 AND AUTHORIZE EMPLOYEE IDENTIFICATION CARDS FROM A1620.23:**

Councilwoman Hawkins-Mance offered the following Resolution 37-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLVED**, authorizing the purchase of Safety Ladder for the Building Department vault, for an amount not to exceed \$266.99 from A1620.23. Supporting documentation received and on file.

**BE FURTHER RESOLVED**, that “field” employees be authorized to contact the Wayne County Sheriff’s Office and have their Identification Cards produced at a cost of \$5.00 each billable to the Town from A1620.23.

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

Resolution carried.

**PARKS & RECREATION – RESOLUTION 39-14 AUTHORIZE ATTENDANCE AND LODGING TO THE FARM MARKET MANAGERS CONFERENCE – JACQUELINE VANLARE:**

Councilwoman Hawkins-Mance offered the following Resolution 39-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLVED**, that attendance and lodging to Jacqueline VanLare for the Farm Market Mangers Conference February 27, 2014 from Noon – 5 PM and February 28, 2014, from 8 AM – 4:30 PM at Binghamton, NY for an amount not to exceed \$99.00 from A7310.44. Town Education & Training Request Form submitted.

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

Resolution carried.

**PARKS & RECREATION – RESOLUTION 40-14 AUTHORIZE ATTENDANCE, REGISTRATION, LODGING AND MILEAGE REIMBURSEMENT TO THE NEW YORK STATE RECREATION AND PARKS SOCIETY – JACQUELINE VANLARE:**

Councilman Ruth offered the following Resolution 40-14 and moved its adoption. Seconded by Councilwoman Hawkins-Mance to wit:

**RESOLVED**, that attendance, registration, lodging and mileage reimbursement to Jacqueline VanLare for the 74<sup>TH</sup> New York State Recreation and Parks Society Conference on March 23<sup>rd</sup> – 25<sup>th</sup>, 2014 in Saratoga, NY for an amount not to exceed \$797.68 from A7310.44. Town Education & Training Request Form submitted.

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

Resolution carried.

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**HIGHWAY - RESOLUTION # 38-14 BID AWARD FOR 2013 NEW & UNUSED TRACTOR AND MOWERS:**

The following was submitted from the Highway Department:

Councilwoman Hawkins-Mance offered the following Resolution 38-14 and moved its adoption. Seconded by Councilwoman Markowski to wit:

**WHEREAS**, THE Town Board has budgeted monies in the 2014 Town Budget for the replacement of the Highway Department's existing 1988 Ford 4610 Tractor and Alamo mowers as budgeted in line DA 5130.22 and

**WHEREAS**, NY State Legislature passed a new "Piggybacking" law on August 1, 2012, which subsequently signed into law by Governor Andrew Cuomo as of August 1, 2012, which authorized municipalities and districts thereof to contract for certain goods and services jointly with the State or other municipalities; and

**WHEREAS**, a new subdivision 16 has been added to General Municipal Law(GML) SS 103 to authorize political subdivisions to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any Agency thereof, any state of any other political subdivision or district therein; and

**WHEREAS**, THE Town of Jerusalem has already advertised for submissions of competitive bids, which was clearly advertised in the newspapers, specify that bids would be opened on May 10,2013 and

**WHEREBY**, Lakeland Equipment is the lowest responsible bidder for a 2013 John Deere 5100 M Tractor with Diamond Heavy Duty Mowers Model #'s DSF075-C and DRF 090-OF and

**NOW, THEREFORE**, be it resolved that the Town of Walworth shall place an order for one new and unused 2013 John Deere 5100 M 4 Wheel Drive Tractor with Diamond Heavy Duty Mowers Model #'s DSF075-C and DRF090-OF Mowers for a total cost of \$82,829.29 F.O.B. Walworth Town Highway Department, Walworth, New York; and

**BE IT FURTHER RESOLVED, THAT THE** Town Highway Superintendent shall execute the necessary paperwork and take such other steps as necessary to complete the purchase of the tractor and mowers, the subject of this resolution.

DATED: February 6, 2014

BY ORDER OF THE WALWORTH TOWN BOARD

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

Resolution carried.

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**RESOLUTION 31-14 ADOPTION OF SEQRA LEAD AGENCY – CLASSIFY  
TYPE II ACTION – WALWORTH PLAZA SEWER DISTRICT:**

**OF THE TOWN OF WALWORTH (SEQRA)  
Resolution No. 31-14**

The following Resolution was offered by Councilman Ruth, who moved its adoption, seconded by Councilwoman Hawkins-Mance, to wit:

**WHEREAS**, certain owners of taxable real property situate in the proposed Walworth Plaza Sewer District in the Town of Walworth have petitioned the Town Board to establish a sewer district pursuant to the provisions of Article 12 of the Town Law to serve a limited number of residents and properties located on the south side of Walworth-Penfield Road (County Road 205) in said Town, said improvement district to be known and designated as the Walworth Plaza Sewer District; and

**WHEREAS**, the maximum amount proposed to be expended for the establishment of the proposed sewer district is the sum of Five Thousand (\$5,000) Dollars, which sum shall be reimbursed to the Town of Walworth by Walworth Plaza LLC, a successor in title to Walworth Development, LLC, upon the adoption by the Town Board of a Final Order establishing said Walworth Plaza Sewer District; and

**WHEREAS**, the Town Board has reviewed the Map, Plan and Report prepared and submitted by the Marathon Engineering, together with the initial Boundary Map and other submissions related thereto; and

**WHEREAS**, the Town Board has determined that the Project constitutes a Type II Action pursuant to Part 617 of the State Environmental Quality Review Act (SEQRA) and the Regulations applicable thereto and, as such, does not require an environmental impact statement or any other determination or procedure under SEQRA.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Walworth, Wayne County, New York, as follows:

1. The Town Board hereby accepts the Map, Plan and Report, and related documents submitted by the Marathon Engineering.
2. Based upon the factors recited above, the Town Board hereby determines that the Project constitutes a Type II action pursuant to the State Environmental Quality Review Act (SEQRA), and that the Project will not have a significant effect on the environment.
3. The Town Clerk is hereby directed to maintain for public inspection a file containing a copy of this Resolution, all submissions to date and all further communications or correspondence which the Town may receive concerning this matter.

The question of the adoption of the foregoing **SEQRA Resolution** was duly put to a vote on roll call, which resulted as follows:

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The Resolution was thereupon declared duly adopted.

Dated: February 6, 2014

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

Resolution carried.

**RESOLUTION 32-14 AUTHORIZING PUBLIC HEARING ON THE CREATION  
OF THE WALWORTH PLAZA SEWER DISTRICT – FEBRUARY 20, 2014 @  
8:00 PM:**

The following was submitted by Boylan Code, Attorney for the Town:

Councilwoman Hawkins-Mance offered the following Resolution 32-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLUTION OF THE TOWN BOARD  
OF THE TOWN OF WALWORTH  
Resolution No. 32-14**

At a Regular Meeting of the Town Board of the Town of Walworth, Wayne County, New York, held at the Town Hall in Walworth, New York on the 6<sup>th</sup> day of February, 2014 at 7:30 P.M., Prevailing Time.

**PRESENT:**

Patricia Marini, Supervisor  
Larry Ruth, Councilman  
Suzi Hawkins-Mance, Councilwoman  
Judy Markowski, Councilwoman

**ABSENT:**

Vaughn Pembroke, Councilman

**In the Matter of the Petition for the Establishment  
of a Sewer District in the Town of Walworth, Wayne  
County, New York, to be known as Walworth Plaza  
Sewer District.**

**ORDER**

**WHEREAS**, a written petition, in due form and containing the signatures required by law, having been presented to and filed with the Town Board of the Town of Walworth, Wayne County, New York, for the establishment of a proposed sewer district in said Town, to be known as Walworth Plaza Sewer District, as described in said petition; and

**WHEREAS**, said petition, together with a map, plan and report, incorporating an estimate of the project costs, have been filed in the Office of the Town Clerk and are available for public inspection and review; and

**WHEREAS**, said map, plan and report were prepared by Marathon Engineering, competent engineers duly licensed by the State of New York; and

**WHEREAS**, the boundaries of said proposed sewer district shall be as set forth in Schedule A attached hereto and made a part hereof; and

**WHEREAS**, the Petitioners are not requesting that the Town of Walworth expend funds for the design, construction and/or acquisition of a sewer distribution or sewage disposal system

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or appurtenances, since Wayne Plaza, LLC will construct all necessary facilities at its sole cost and expense; and

**WHEREAS**, there are no additional improvements proposed to be constructed by the Town of Walworth in connection with the establishment of said sewer district, as the territory set forth in Schedule A borders areas already served by a public sewer system in the Town of Walworth, which public sewer system has adequate capacity and supply to furnish public sewer and sewage disposal services to the proposed sewer district; and

**WHEREAS**, since the aforesaid sewer facilities will be formally dedicated to the Town of Walworth and become part of the Town municipal sewer system, operation and maintenance of the new sewer line will be the responsibility of the Town of Walworth Sewer Department once both inspection and dedication have been completed; and

**WHEREAS**, the maximum amount proposed to be expended in connection with the establishment of the proposed sewer district is the sum of \$5,000, which sum is to be reimbursed to the Town of Walworth by Walworth Plaza, LLC upon the adoption by the Town Board of a Final Order establishing said Walworth Plaza Sewer District; and

**WHEREAS**, an explanation of any additional costs to the typical commercial property owner in said proposed sewer district (there being no residential users) for hook-up fees and annual sewer use charges in accordance with the Town of Walworth Sewer Department standards has been filed in the Office of the Town Clerk where the same is available during regular office hours for examination by any persons interested in the subject matter hereof; and

**WHEREAS**, the Town Board has reviewed the map, plan and report prepared and submitted by Marathon Engineering, together with the initial Boundary Map and other submissions related thereto, and has determined that the project constitutes a Type II Action pursuant to the State Environmental Quality Review Act (SEQRA) and the Regulations applicable thereto and, as such, does not require an environmental impact statement or any other determination or procedure under SEQRA; and

**WHEREAS**, it is now desired to call a public hearing to consider the petition for said proposed sewer district pursuant to Section 193 of the Town Law.

**NOW, THEREFORE, IT IS HEREBY ORDERED** by the Town Board of the Town of Walworth, Wayne County, New York, as follows:

**Section 1.** The Town Board of the Town of Walworth, Wayne County, New York, shall meet in regular session at the Town Hall at No. 3600 Lorraine Drive, Walworth, New York on the 20th day of February, 2014 at 8:00 P.M., Prevailing Time, for the purpose of conducting a public hearing to consider the aforementioned petition and to hear all persons interested in the subject thereof, concerning the same.

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**Section 2.** The Town Clerk is hereby authorized and directed to cause a certified copy of this Order to be published in the official newspaper of the Town and posted in the time and manner prescribed by law.

**Section 3.** This Order shall take effect immediately.

The question of the adoption of the foregoing Order was duly put to a vote on roll call, which resulted as follows:

Patricia Marini	<b>VOTING</b>	<u>Aye</u>
Larry Ruth	<b>VOTING</b>	<u>Aye</u>
Vaughn Pembroke	<b>VOTING</b>	<u>ABSENT</u>
Suzi Hawkins-Mance	<b>VOTING</b>	<u>Aye</u>
Judy Markowski	<b>VOTING</b>	<u>Aye</u>

The Order was thereupon declared duly adopted.

\* \* \* \* \*

Resolution carried.

**RESOLUTION 27-14 APPOINTMENT OF HEALTH OFFICER – MALCOM RIGGS, MD, TERM EXPIRES 12-31-2016:**

Councilwoman Hawkins-Mance offered the following Resolution 27-14 and moved its adoption. Seconded by Councilman Ruth to wit:

**RESOLVED**, that the Town Board Appoints – Malcom Riggs, MD as Health Officer for the Town of Walworth for a term expiring 12/31/2016.

Discussion ensued.

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

Resolution carried.

**CORRESPONDENCE 02-14 LETTER OF RESIGNATION – KAY KIER:**

The following was submitted:

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**Kay N. Kier**  
5137 Albright Road  
Ontario, NY 14519  
(315)-524-9857

e-mail: [wkier2@rochester.rr.com](mailto:wkier2@rochester.rr.com)  
Cell (315)-521-7464

January 29, 2014

Patricia Marini, Town Supervisor  
Town of Walworth  
3600 Lorraine Dr.  
Walworth, NY 14568

RE: Letter of Resignation

Dear Supervisor Marini and Town Board Members,

It is with sadness that I am forced to write this letter of resignation from my position as Clerk to the Town Clerk of the Town of Walworth, effective immediately.

Thank you for the time I was given and for the opportunities this job offered. It was a pleasure to meet some of the Walworth town residents and to see the election process first hand. I enjoyed the job very much and am disappointed for all parties concerned that it did not work out more favorably.

Very truly yours,  
Kay N. Kier

Cc: Larry Ruth, Town Board Member  
Susie C. Jacobs, Town Clerk

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Motion by Councilwoman Hawkins-Mance to accept and file as submitted.  
Seconded by Councilman Ruth.

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

Motion carried.

**RECESS - TOWN BOARD AUDITS THE TOWN BOOKS FOR JUSTICE COURT, RECEIVER OF TAXES & ASSESSMENTS, CHIEF FISCAL OFFICER/TOWN COMPTROLLER, SEWER DEPARTMENT AND TOWN CLERK:**

Time exited meeting: 7:58 PM.

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**RECONVENE:**

Supervisor Marini reconvened the regularly scheduled meeting.  
Time: 8:52 PM.

Office of the New York State Comptroller Audit Forms on file in the Town Clerk's Office; the following was offered:

**RESOLUTION 40-14 - TOWN CLERK BOOKS:**

Councilwoman Hawkins-Mance offered the following Resolution 40-14 and moved its adoption: Seconded by Councilman Ruth to wit:

**RESOLVED**, to file the Findings and Order Upon Audit for the records of Town Clerk reviewed by the Town of Walworth Town Board on February 6, 2014. The records appear satisfactory with no findings.

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

Resolution carried.

**RESOLUTION 41-14 – JUSTICE COURT BOOKS:**

Councilman Ruth offered the following Resolution 40-14 and moved its adoption: Seconded by Councilwoman Hawkins-Mance to wit:

**RESOLVED**, to file the Findings and Order Upon Audit for the records of the Justice Court reviewed by the Town of Walworth Town Board on February 6, 2014. The records appear satisfactory with no findings.

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

Resolution carried.

**RESOLUTION 42-14 – RECEIVER OF TAXES & ASSESSMENTS BOOKS:**

Councilman Ruth offered the following Resolution 42-14 and moved its adoption: Seconded by Councilwoman Hawkins-Mance to wit:

**RESOLVED**, to file the Findings and Order Upon Audit for the records of the Receiver of Taxes & Assessments reviewed by the Town of Walworth Town Board on February 6, 2014. The records appear satisfactory with no findings.

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

Resolution carried.

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**RESOLUTION 43-14 – CHIEF FISCAL OFFICER / TOWN COMPTROLLER BOOKS:**

Councilwoman Markowski offered the following Resolution 43-14 and moved its adoption: Seconded by Councilman Ruth to wit:

**RESOLVED**, to file the Findings and Order Upon Audit for the records of the Chief Fiscal Officer / Town Comptroller reviewed by the Town of Walworth Town Board on February 6, 2014. The records appear satisfactory with no findings.

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

Resolution carried.

**RESOLUTION 44-14 – SEWER CLERK / SEWER SUPERINTENDENT BOOKS:**

Councilman Ruth offered the following Resolution 44-14 and moved its adoption: Seconded by Councilwoman Markowski to wit:

**RESOLVED**, to file the Findings and Order Upon Audit for the records of the Sewer Clerk / Sewer Superintendent reviewed by the Town of Walworth Town Board on February 6, 2014. The records appear satisfactory with no findings.

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

Resolution carried.

**ANNUAL REPORT – TOWN CLERK 2013:**

Motion by Councilwoman Hawkins-Mance to accept and file the below submitted 2013 Town Clerk Annual Report.  
Seconded by Councilman Ruth.

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

Motion carried.

## TOWN OF WALWORTH

01/17/2014  
13:26:44

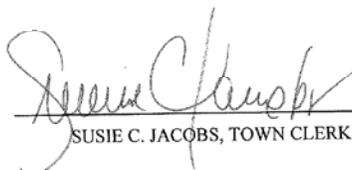
## TOWN CLERK'S 2013 ANNUAL REPORT

**RECEIPTS**

22	MISCELLANEOUS	1,188.00
27	B/D/M RECORDS SEARCH	1,010.00
1	GENEALOGICAL SEARCH	22.00
28	MARRIAGE LICENSES	1,120.00
	DECALS	16,499.00
5	DOG PICK UP	265.60
2	DEEP HOLE PERC TEST	200.00
125	RECREATION	88,633.64
4	ZONING BOARD REVIEW	250.00
18	PLANNING BOARD REVIEW	15,600.00
1	GAMES OF CHANCE LICENSES	25.00
1	BINGO LICENSES	18.75
2	BINGO PROCEEDS	10.30
234	BUILDING PERMITS	15,262.50
1	GALVIN TRAILER PARK	1,020.00
40	OTHER INCOME BUILDING	1,210.00
10	SEPTIC SYSTEM INSP	750.00
143	PARK EXPENDABLE TRUST	32,000.00
6	SEWER APPLICATION WALWOR	5,100.00
62	ESCROW - BLDG PERMITS	12,600.00
1490	DOG LICENSES	14,367.50

**TOTAL RECEIPTS:****\$207,152.29****DISBURSEMENTS**

	PAID TO SUPERVISOR FOR GENERAL FUND	138,349.04
	DECALS SEPARATE MONTHLY REPORT	830.67
	PAID TO SUPERVISOR FOR CEMETERY	32,000.00
	PAID TO SUPERVISOR FOR BUILDING PERMIT ESCROWS	12,600.00
	PAID TO SUPERVISOR FOR PARK EXPENDABLE	32,000.00
	PAID TO SUPERVISOR FOR SEWER APPLICATION FEES	5,100.00
	DECALS SEPARATE MONTHLY REPORT- EFT	15,668.33
	PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	1,948.00
	PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	630.00
	PAID TO STATE COMPTROLLER FOR GAMES OF CHANCE LICENSES	15.00
	PAID TO STATE COMPTROLLER FOR BINGO LICENSES	11.25

**TOTAL DISBURSEMENTS:****\$239,152.29**


SUSIE C. JACOBS, TOWN CLERK

JANUARY 17, 2014

**ADJOURNMENT:**

Motion by Councilwoman Hawkins-Mance to adjourn.  
 Seconded by Councilwoman Markowski and unanimously carried.  
 Time: 9:04 PM.

Respectfully Submitted,

Susie C. Jacobs, MMC, RMC  
 Town Clerk