

Work Session Agenda

TOWN OF WALLKILL
DATE: 5/18/2022

WORK SESSION
TIME: 7:00pm

Topics:

- JG Home Services Inc. (Ronald Kossar, Esq)
- Town of Wallkill Golf Club – Offsite Agreement
- Water Bill - Braeside Camp
- Water Bill- 23-25 Silver Lake Scotchtown Road
- 74 Van Burenville- Travelers Policy
- Silver Lake Fire Department- Banners & Permit
- Town of Wallkill- Building Dept's Fee Schedule- Property Maintenance Violation Charges.
- Food Truck- Application
- Temporary Vendor Application & Fees
- Town of Wallkill Parade 9/17/22 Proposals-

Resolutions:

1. Resolution - Authorize Commissioner of Public Works to Solicit Proposals for Asbestos Survey and Removal from Town Owned Property and Buildings
2. Resolution – Create Assistant Assessor Position
3. Resolution - Appoint William Prokopchak to Assistant Assessor
4. Resolution – Designate a Current Buildings Department Part-Time Clerk as Temporary Full-Time Employee
5. Resolution – Authorize Vendor Contract for Installation of Security System Equipment for Town Hall
6. Resolution – Authorize Supervisor to Execute Agreement with Orange County to utilize vehicle in Town's Dial-A-Bus Program.
7. Resolution – Budget Amendment

Executive Session:

Motion to Adjourn:

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

The following was presented

By:

Sec'd by:

Date of Adoption:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO
SOLICIT PROPOSALS FOR ASBESTOS SURVEY AND ASBESTOS REMOVAL
FROM TOWN OWNED PROPERTY AND BUILDINGS**

WHEREAS, the Town of Wallkill is in need of Asbestos Survey and Asbestos Removal from Town Owned Property and Buildings,

WHEREAS, the Town is required under New York State Law and the Town Code to purchase such services from the lowest responsible bidders,

NOW, THEREFORE, LET IT BE HEREBY

RESOLVED, that the Town Board hereby authorizes and directs the Town of Wallkill Commissioner of Public Works to advertise for and solicit bids from qualified vendors and to thereafter report back to the Town Board with the results of said bids.

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
CREATING THE POSITION OF ASSISTANT ASSESSOR**

BE IT HEREBY RESOLVED, by the Town Board of the Town of Wallkill,

THAT said Town Board hereby amends the appropriate Town of Wallkill employment schedules to create the position of Assistant Assessor to work in the Town of Wallkill Town Hall, as designated by the Orange County Department of Human Resources, Civil Service Division, and subject to compliance with all applicable local, county and state laws, rules and regulations relating to the establishment of said position.

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
APPOINTING WILLIAM PROKOPCHAK
TO THE POSITION OF ASSISTANT ASSESSOR**

WHEREAS, there exists a vacancy in the position of Assistant Assessor for the Town of Wallkill; and

WHEREAS, current Town employee William Prokopchak fulfills the requirements of knowledge, skill, and experience for the position; and

WHEREAS, it is the opinion of the Town Board of the Town of Wallkill that William Prokopchak is qualified to fill said position; and

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Wallkill hereby appoints William Prokopchak to the position of Assistant Assessor for Town of Wallkill, effective as of May 23, 2022 at a salary of \$ 54,914.00 provided that all appropriate documentation is submitted and accepted by the Orange County Department of Human Resources-Civil Service Department.

Resolution No. : ____ of 2022

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
DESIGNATING A CURRENT EMPLOYEE AS A FULL-TIME CLERK IN THE
BUILDING DEPARTMENT**

WHEREAS, the Town Board, in consultation with the Building Department staff, has determined that there is a need to designate a current part-time Clerk as a temporary full-time Clerk in the Town Building Department in order to provide for the efficient operation of said department; and

WHEREAS, in the opinion of the Town Board, Eliza Vanessa Guzman fulfills the requirements of knowledge, skill, and experience for the temporary positions,

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby appoints Eliza Vanessa Guzman to the position of temporary full-time Clerk in the Town Building Department under the following conditions:

1. The appointment shall be for a period not to exceed ninety (90) days effective as of June 6, 2022.
2. The appointed employee shall be paid at her current hourly rates of pay.
3. The individual shall not be deemed to be a permanent full-time employees of the Town for civil service or collective bargaining purposes.
4. The appointments are subject to the approval of the Orange County Department of Personnel-Civil Service Division.

ROLL CALL VOTE

**THE TOWN OF WALLKILL
TOWN BOARD**

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE AN OUTSIDE VENDOR
CONTRACT FOR THE INSTALLATION OF SECURITY SYSTEM EQUIPMENT FOR
TOWN HALL**

WHEREAS, the Town of Wallkill requires the installation of additional security system equipment in Town Hall; and

WHEREAS, New York Security Systems, Inc. of Middletown, New York ("NYSS"), the Town's current provider, has made proposals to provide such security system equipment; and

WHEREAS, the equipment to be provided by NYSS are not subject to competitive bidding procedures; and

WHEREAS, the Town Board has determined that it is in the overall best interests of the residents of the Town to enter into a contract with NYSS for the aforesaid security system equipment,

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the Town Board of the Town of Wallkill hereby authorizes the Town Supervisor, or his designee, to execute a contract with New York Security Systems, Inc. for the installation and monitoring of security system equipment in Town Hall:

1. For the sum of \$23,840.00, a copy of said proposal being annexed hereto as Exhibit "A";
2. For the sum of \$1,890.00, a copy of said proposal being annexed hereto as Exhibit "A"

along with any other appropriate documents, all of which shall be subject to review and approval by the Town Attorney; and it is further

RESOLVED, that the total contract price of \$25,730.00 shall be paid from the appropriate budget line as determined by the Town Comptroller.

Resolution No. : ___ of 2022

ROLL CALL VOTE

**THE TOWN OF WALLKILL
TOWN BOARD**

The following was presented

By: _____

Sec'd by: _____

Date of Adoption: _____

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
<i>Councilman</i> Mr. Meyer				
<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A NO FEE LEASE
AGREEMENT WITH ORANGE COUNTY WITH RESPECT TO A VEHICLE TO BE
UTILIZED IN THE TOWN'S DIAL-A-BUS PROGRAM**

WHEREAS, the County of Orange has made available to the Town of Wallkill two new 2023 18- passenger buses at no cost to be used in the Town's Dial-A-Bus program; and

WHEREAS, in order to accept the buses, which are owned by Orange County, it is necessary for the Town of Wallkill to execute a certain lease, which shall be a no cost lease for the vehicles itself, with the Town remaining responsible for fuel, insurance, maintenance and repair costs; and

WHEREAS, the Town Board of the Town of Wallkill believes it is in the best interest of the Town of Wallkill to authorize the Town Supervisor to take all steps necessary to acquire the subject buses from the County of Orange,

NOW, THEREFORE, IT IS HEREBY

RESOLVED by the Town Board of the Town of Wallkill that the Town Supervisor is hereby authorized and directed to accept the two subject 2023 buses from the County of Orange and execute all documents to effectuate the acceptance of the bus, including, but not limited to, a no fee lease agreement with the County of Orange, a copy of which is annexed hereto, subject to the approval of the Town Attorney.

**THE TOWN OF WALLKILL
TOWN BOARD**

ROLL CALL VOTE

The following was presented:

By:

Sec'd by:

Date of Adoption:

Names	Ayes	Noes	Abstain	Absent
<i>Councilman</i> Mr. Coyne				
<i>Councilman</i> Mr. Valentin				
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<i>Councilman</i> Mr. Johnson				
<i>Supervisor</i> Mr. Serrano				
TOTAL				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL
AUTHORIZING THE TRANSFER OF FUNDS**

IT IS HEREBY RESOLVED, that the Town Board hereby authorizes and directs the Town Comptroller to transfer funds with respect to the 2022 Town Budget as follows:

1) GENERAL FUND

	Account:	Description:	Debit (From):	Credit (To):
Db:	A1930.4	Judgements and Claims	1,200.00	
Cr:	A3620.2	Office Equipment		1,200.00

This entry is to transfer funds to a building department line for a new desk within their office space.

2) CONSOLIDATED WATER FUND

	Account:	Description:	Debit (From):	Credit (To):
Db:	SWA1990.4	Contingency	50,000.00	
Cr:	SWA8330.418	Laboratory Testing		50,000.00

This entry is to transfer funds to the water testing line to get us through to the end of the year as expenses so far in 2022 have been higher than normal.