

## Work Session Agenda

TOWN OF WALLKILL  
DATE: 1/18/2023

WORK SESSION  
TIME: 7:00pm

### Topics:

- Town of Wallkill Golf Club
- Vision HR
- Hyper-Reach- ALERTSMART
- Approve Warrants

### Resolutions:

1. Resolution – Appointing Full-Time Clerk in the Assessor's Department
2. Resolution – Authorizing Professional Consulting Services for Accounting Department
3. Resolution- Authorize The Release of Cash Performance Security for Quickway Industrial Park Development Project-103 Tower Drive
4. Resolution – Authorizing The Release of Cash Performance Security for the Support of Cutting Trees at WEISS Warehouse
5. Resolution – Budget Amendments

### Executive Session:

### Motion to Adjourn:

Resolution No. : \_\_\_ of 2023

**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> <b>Mr. Coyne</b>				
<i>Councilman</i> <b>Mr. Valentin</b>				
<i>Councilman</i> <b>Mr. Meyer</b>				
<i>Councilman</i> <b>Mr. Johnson</b>				
<i>Supervisor</i> <b>Mr. Serrano</b>				
<b>TOTAL</b>				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL  
APPOINTING A PERSON TO THE POSITION OF FULL-TIME CLERK  
IN THE ASSESSOR’S DEPARTMENT**

**WHEREAS**, there exists a vacancy in the Town of Wallkill for a full-time Clerk in the Office of the Town Assessor’s Department; and

**WHEREAS**, Christine Lupinski fulfills the civil service requirements of knowledge, skills, and experience for the full-time Clerk position; and

**WHEREAS**, the Town of Wallkill has a need for a full-time Clerks for the efficient and cost-effective functioning of the Assessor’s Department; and

**WHEREAS**, it is the opinion of the Town Board that the aforesaid person is qualified to fill said position;

**NOW, THEREFORE, BE IT HEREBY**

**RESOLVED**, that the Town Board of the Town of Wallkill hereby appoints **Christine Lupinski** to the position of full-time Clerk to serve in said capacity in the Office of the Town Assessor at an annual salary of \$50,057.75, effective as of January 23, 2023 pending receipt of a satisfactory background check and provided that all appropriate documentation is submitted and accepted by the Orange County Department of Human Resources-Civil Service Department.

Resolution No. : \_\_\_ of 2023

**THE TOWN OF WALLKILL  
TOWN BOARD**

**ROLL CALL VOTE**

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

The following was presented

By: \_\_\_\_\_

Sec'd by: \_\_\_\_\_

Date of Adoption: \_\_\_\_\_

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL  
AUTHORIZING THE TOWN SUPERVISOR TO ENGAGE CHERYL GROSS TO  
PROVIDE PROFESSIONAL CONSULTING SERVICES TO THE TOWN OF  
WALLKILL ACCOUNTING DEPARTMENT**

**WHEREAS**, the Town of Wallkill is in need of temporary professional consulting services in the Accounting Department; and

**WHEREAS**, former Deputy Town Comptroller Cheryl Gross is willing to provide the aforesaid consulting services to the Town of Wallkill; and

**WHEREAS**, the consulting services to be provided herein are of a professional nature and not subject to the competitive bidding laws of the State of New York; and

**WHEREAS**, the Town Board of the Town of Wallkill believes it is in the best interests of the Town to engage Ms. Gross on a temporary basis,

**NOW, THEREFORE, IT IS HEREBY**

**RESOLVED**, that the Town Board of the Town of Wallkill hereby authorizes the Town Supervisor to engage Cheryl Gross to provide professional consulting services in the Town Accounting Department, effective as of February 6, 2023, at the rate of \$103.00 per hour for a maximum of fifteen (15) hours per week, with the Town Board to receive periodic reports of the number of service hours provided by said consultant.

Resolution No. : \_\_\_ of 2023

**ROLL CALL VOTE**

**THE TOWN OF WALLKILL  
TOWN BOARD**

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

The following was presented

By: \_\_\_\_\_

Sec'd by: \_\_\_\_\_

Date of Adoption: \_\_\_\_\_

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL  
AUTHORIZING THE RELEASE OF THE CASH PERFORMANCE SECURITY FOR  
THE QUICKWAY INDUSTRIAL PARK DEVELOPMENT PROJECT AT 103 TOWER  
DRIVE**

**WHEREAS**, 103 Tower Drive Associates LLC, has posted the following cash performance security with respect to its development project located at 103 Tower Drive within the Town of Wallkill:

<u>Date</u>	<u>Amount</u>
January 19, 2022	\$35,000.00; and

**WHEREAS**, MHE Engineering, by way of correspondence dated January 13, 2023, has advised that it is appropriate to release the cash performance security at this time; and

**WHEREAS**, the Town Board of the Town of Wallkill agrees with the recommendations of the Town's Consulting Engineer and is authorized to release the aforesaid cash escrow pursuant to Town Code Section 249-42(B)(6),

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. The Town Board of the Town of Wallkill hereby approves the release of the cash performance security posted by 103 Tower Drive Associates LLC in the sum of \$35,000.00 in connection with the aforementioned project; and
2. The Town Supervisor or his designee is authorized to execute any necessary documents associated with the foregoing, once any unpaid inspection fees, professional fee invoices or other outstanding or unpaid fees due to the Town are paid in full.

Resolution No. : \_\_\_ of 2023

**ROLL CALL VOTE**

**THE TOWN OF WALLKILL  
TOWN BOARD**

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

The following was presented

By: \_\_\_\_\_

Sec'd by: \_\_\_\_\_

Date of Adoption: \_\_\_\_\_

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL  
AUTHORIZING THE RELEASE OF THE CASH PERFORMANCE SECURITY FOR  
THE SUPPORT OF CUTTING TREES AT WEISS WAREHOUSE, SBL: 44-1-25.12**

**WHEREAS**, 211 Equities LLC, has posted the following cash performance security with respect to its need to cut trees located at Weiss Warehouse within the Town of Wallkill:

<u>Date</u>	<u>Amount</u>
March 23, 2021	\$40,000.00; and

**WHEREAS**, MHE Engineering, by way of correspondence dated January 16, 2023, has advised that it is appropriate to release the cash performance security at this time; and

**WHEREAS**, the Town Board of the Town of Wallkill agrees with the recommendations of the Town's Consulting Engineer and is authorized to release the aforesaid cash escrow pursuant to Town Code Section 249-42(B)(6),

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. The Town Board of the Town of Wallkill hereby approves the release of the cash performance security posted by 211 Equities LLC in the sum of \$40,000.00 in connection with the aforementioned project; and
2. The Town Supervisor or his designee is authorized to execute any necessary documents associated with the foregoing, once any unpaid inspection fees, professional fee invoices or other outstanding or unpaid fees due to the Town are paid in full.

Resolution No. :\_of 2023

**THE TOWN OF WALLKILL  
TOWN BOARD**

**ROLL CALL VOTE**

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

The following was presented:

By:

Sec'd by:

Date of Adoption:

**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:

**IT IS HEREBY RESOLVED**, that the Town Board hereby authorizes and directs the Town Comptroller to transfer funds with respect to the 2023 Town Budget as follows:

1) GENERAL FUND

	Account:	Description:		
Inc:	A-2658	Sale of Street Signs	112.33	
Inc:	A-3310-4111	Traffic Control Signs		112.33

This increases both the revenue and expense for street signs (net budget of zero) for Private Road signs reimbursed by owner.

Debit	A-391-0	General Fund Due to Other Funds	\$135,000.00	
Cr	A-200-0	General Fund Cash		\$135,000.00
Debit	ER-200	Enterprise Fund Cash	\$135,000.00	
Cr	ER-630-0	Enterprise Due to Other Funds		\$135,000.00

This entry represents a loan from the General Fund to the Enterprise Fund to cover expenses for the end of 2022 and the beginning of 2023.