

Month End Sodus Town Board Meeting Agenda
February 26, 2026
4:00 PM

Pledge of Allegiance

Roll Call: *(Lori Diver)*

Supervisor Johnson-*(available by conference call-unable to vote)*, Councilperson Tertinek, Councilperson Pickering, Councilperson Willmott, Councilperson Conklin

Agenda:

1. Resolution authorizing payment of Abstract #4-2026 for payment. *(emailed)*
First _____ Seconded _____
2. The Sodus Town Board of the Town of Sodus agrees to the Municipal Endorsement Resolution regarding the Williamson Flying Club developing a new pavement plan/conduct pavement study for the purpose of making the project eligible for State funding. *(emailed)*
First _____ Seconded _____
3. Motion to accept completed audit of the Town Clerk 2025 financials and Tax Collection 2025 financials. This was completed by Sodus Town Board Member Cathy Willmott *(emailed)*.
First _____ Seconded _____
4. Resolution to allow Deputy Supervisor Chris Tertinek to sign Annual Software Support Contract for Payroll Software with Williamson Law Book Company (3/1/2026 – 02/28/2027) in the amount of \$1,265.00 as specified *(emailed)*.
First _____ Seconded _____

Lori Diver reads the following legal notice for Local Law 1-2026:

**WAYNE COUNTY
LOCAL LAW
TOWN OF SODUS
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that, pursuant to Section 20 of the Municipal Home Rule Law, a public hearing will be held by the Town Board of the Town of Sodus on February 26, 2026, at 4:05 p.m. at the Sodus Town Hall, 14-16 Mill Street, in the Town of Sodus, Wayne County, New York, to consider the enactment of Proposed Local Law No. 1 of 2026 of the Town of Sodus, codifies the laws of the Town of Sodus, makes necessary changes to clarify provisions of the law and comply with New York State Law, and adds the Code of Ethics, provisions on licensed occupations and other minor changes to reflect the Town’s current practices.

All persons interested shall be given an opportunity to be heard. Proposed Local Law No. 1 of 2026 is available for public inspection during regular business hours at the Town Clerk’s office and on the Town of Sodus website at sodusny.gov

By Order of the Sodus Town Board,
Lori Diver Sodus Town Clerk
February 4, 2026

Public Hearing Local Law No. 1-2026 4:05 PM:

- Motion entering into Local Law No. 1-2026 Public Hearing
First _____ Seconded _____ Time _____

Deputy Supervisor Chris Tertinek asks for any public comments:

- Hearing no further public comments, motion to close Public Hearing
First _____ Seconded _____ Time _____
- Resolution adopting Local Law 1-2026 authorizes the Town Board of the Town of Sodus to codify the laws of the Town of Sodus, making necessary changes to clarify provisions of the law and comply with

the New York State Law, and adds the Code of Ethics, provisions on licensed occupations and other minor changes to reflect the Town's current practices. (emailed)

First _____ Seconded _____

- 5. Motion to allow Lori Diver Sodus Town Clerk to advertise for Local Law 2-2026 public hearing March 26, 2026 at 4:00 PM which will enact The Town of Sodus Dog Licensing Ordinance codified as Chapter 38 of the Town of Sodus, is hereby amended as follow (amended language is underlined; crossed out language is deleted):

Section 38-4 Definitions

DOG CONTROL OFFICER: A person or persons appointed by the Town Board of the Town of Sodus to assist in the enforcement of this article and Article 7 of the New York Agriculture and Markets Law, ~~and for the purposes of and during the enforcement of this chapter only,~~ such a Dog Control Officer is deemed to be a peace officer.

- 6. Motion to accept Angelica Conklin's written resignation effective Wednesday February 25, 2026 as Digital Clerk .

First _____ Seconded _____

- 7. Resolution to authorize Sodus Town Court Jay DeWispelaere to hire Hannah Snyder as a fulltime court clerk at 35 hours per week, starting wage of \$21.52 per hour, effective March 16, 2026 with a 6 month probationary period.

First _____ Seconded _____

- 8. Motion to adjourn meeting

First _____ Seconded _____

Time: _____

MINUTES

Minutes of the Month End Sodus Town Board Meeting at 4:00 PM in the upstairs meeting room February 26, 2026 located at 14-16 Mill St. Sodus, NY 14551.

All meetings are open to the public.

Present: Scott Johnson, Supervisor
(available by conference call-unable to vote)
Chris Tertinek, Deputy Supervisor-Councilperson
Dale Pickering, Councilperson
Cathy Willmott, Councilperson
Josh Conklin, Councilperson

Recording Secretary: Lori Diver, Sodus Town Clerk

Absent: Scott Johnson, Supervisor
(available by conference call-unable to vote)

Others Present: Amy Kendall, Town Attorney
Sal Vittozzi, Camp Beechwood
Casey Carpenter, Times of Wayne County

Roll Call:

Meeting was called to order by Deputy Supervisor Chris Tertinek with the Pledge of Allegiance. All Board Members were present with the exception of Supervisor Scott Johnson *(available by conference call-unable to vote)*.

ABSTRACT

RESOLUTION TO PAY ABSTRACT No. 004-2026

(3 2-2026)

WHEREAS, the following bills were presented for payment on Abstract 004-2026:

General	061-084	\$ 31,395.38
Highway	069-098	\$ 79,209.97
Special Funds	003-007	\$ 312,126.00
Trust & Agency	008-010	\$ 24,741.35

GRAND TOTAL: \$ 447,472.70

NOW BE IT RESOLVED, Councilperson Dale Pickering motioned to approve payment of these bills as reviewed for Abstract No 004-2026, which was seconded by Councilperson Josh Conklin. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Resolution Adopted.

WILLIAMSON FLYING CLUB MUNICIPAL ENDORSEMENT
RESOLUTION
(4 2-2026)

NYS PIN 4912.33

State Environmental Quality Review

In accordance with the rules, regulations, and procedures adopted by

Williamson Flying Club, Inc.

(or 6NYCRR Part 617 where the Municipal Corporation has not adopted such rules, regulations, and procedures) pursuant to the intent of the State Environmental Quality Review Act, the project described below is classified as a:

CHECK ONE

- Type I Action - with possible significant effect (NEPA or SEQR DEIS, FEIS, and SEQR Record of Decision have been prepared).
- Type I Action - with no significant effect (Environmental Assessment Form or Environmental Assessment and Negative Declaration have been prepared and filed).
- Unlisted Action - with possible significant effect (NEPA or SEQR DEIS, FEIS, and SEQR Record of Decision have been prepared).
- Unlisted Action - with no significant effect (Environmental Assessment Form or Environmental Assessment and Negative Declaration have been prepared and filed).
- Type II Action
- Ministerial Act
- Exempt Act

PROJECT DESCRIPTION

Conduct an Initial PCI Survey and Conduct an Initial PCR Study, Develop New Pavement Management Plan

MUNICIPAL ENDORSEMENT RESOLUTION

WHEREAS, Williamson Flying Club, Inc. received a grant from the Federal Aviation Administration to pay 95% of the allowable costs incurred in accomplishing the following project ("Project") for Williamson-Sodus Airport:

Develop New Pavement Plan/Conduct Pavement Study (PMP)
FAA AIP Project No. 3-36-0215-036-2025 NYSPIN 4912.33 T042307, and

WHEREAS, the New York State Department of Transportation is offering a matching grant to the federal grant for 50% of the non-federal share of eligible costs; and

WHEREAS, Williamson Flying Club, Inc. has committed funds for the local share of Project costs. Funding shares for Project costs are as follows:

Federal	\$84,443
State	\$ 2,223
Sponsor	\$ 2,222
Total	\$88,888

and

WHEREAS, if Williamson Flying Club, Inc. and/or the FAA notifies the NYSDOT that Williamson Flying Club, Inc has requested and received an increase in federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the New York State share noted above shall be increased proportionately up to a maximum increase of 15%.

NOW THEREFORE IT IS RESOLVED that the Town Board of the Town of Sodus endorses the Project for the purpose of making the Project eligible for State funding; and it is further

RESOLVED that the adoption of this Resolution shall be solely for the purposes stated herein and in no way binds the Town Board, the Planning Board and/or the Zoning Board of Appeals of the Town of Sodus to any approvals, permits and/or licenses which may be required by the applicant for future projects or work related to Williamson-Sodus Airport; and it is further

RESOLVED that the Town Board classifies the proposed action as a Type II action pursuant to 6 NYCRR §617.5(c)(27) and therefore no further review under the State Environmental Quality Review Act is required; and it is further

RESOLVED that the Town Supervisor is authorized to execute such documents as are necessary for the Project; and it is further

RESOLVED that a certified copy of this resolution may be filed with the New York State Commissioner of Transportation by attaching it to any documents submitted for the Project.

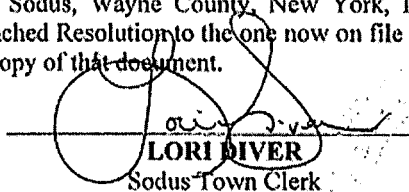


Chris Tertinek, Deputy Supervisor

STATE OF NEW YORK)
COUNTY OF WAYNE) s.s:

Lori Diver, Town Clerk of the Town of Sodus, Wayne County, New York, DOES HEREBY CERTIFY that she has compared the attached Resolution to the one now on file in her office, and she certifies that it is a correct and true copy of that document.

Date: February 26, 2026



LORI DIVER
Sodus Town Clerk

NOW BE IT RESOLVED, Councilperson Cathy Willmott motioned to adopt this resolution, which was seconded by Councilperson Josh Conklin. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Resolution Adopted.

Councilperson Josh Conklin motioned to accept completed audit findings of the Town Clerk financials for 2025 and Tax Collection financials for 2025. The audits were completed by Councilperson Cathy Willmott. Councilperson Dale Pickering seconded the motion. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Motion carried.

(Note: Completed Audit Reports are behind typed Minutes)

WILLIAMSON LAW BOOK -PAYROLL SOFTWARE
RESOLUTION
(5 2-2026)
(See page 7)

Williamson Law Book Company

790 Canning Parkway Victor, New York 14564

Town of Sodus
Accounts Payable
14-16 Mill Street
Sodus, NY 14551

February 9, 2026

Annual Software Support Contract

Enclosed is an invoice renewing your Software Support coverage for the following program(s)

Payroll Software (3/1/26 through 2/28/27)

This agreement is between Williamson Law Book Company (WLB) and Town of Sodus (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,265.00 as specified on the enclosed invoice.


*****Please sign and return one copy of this contract with your payment*****

Thank you,



Williamson Law Book Company

Accepted for the Town of Sodus

By:  Title: Supervisor Date: 2/26/26

BE IT RESOLVED, Councilperson Dale Pickering motioned to authorize Supervisor Scott Johnson to sign this resolution which was seconded by Councilperson Cathy Willmott. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Resolution Adopted.

Lori Diver read the following legal notice for Local Law 1-2026:**WAYNE COUNTY
LOCAL LAW
TOWN OF SODUS
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that, pursuant to Section 20 of the Municipal Home Rule Law, a public hearing will be held by the Town Board of the Town of Sodus on February 26, 2026, at 4:05 p.m. at the Sodus Town Hall, 14-16 Mill Street, in the Town of Sodus, Wayne County, New York, to consider the enactment of Proposed Local Law No. 1 of 2026 of the Town of Sodus, codifies the laws of the Town of Sodus, makes necessary changes to clarify provisions of the law and comply with New York State Law, and adds the Code of Ethics, provisions on licensed occupations and other minor changes to reflect the Town's current practices.

All persons interested shall be given an opportunity to be heard. Proposed Local Law No. 1 of 2026 is available for public inspection during regular business hours at the Town Clerk's office and on the Town of Sodus website at sodusny.gov

By Order of the Sodus Town Board,
Lori Diver Sodus Town Clerk
February 4, 2026

Public Hearing Local Law No. 1-2026 4:05 PM:

Councilperson Josh Conklin motioned to enter into Local Law No. 1-2026 public hearing at 4:10 PM, was seconded by Councilperson Dale Pickering. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Motion carried.

Deputy Supervisor Chris Tertinek asked for any public comments. Amy Kendall Town Attorney explained Local Law 1-2026.

Hearing no further public comments, Councilperson Dale Pickering motioned close the public hearing at 4:11 PM, was seconded by Councilperson Josh Conklin. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Motion carried.

**ENACTING LOCAL LAW 2-2026 CODIFICATION OF LOCAL LAWS,
ORDINANCES AND CERTAIN RESOLUTIONS TO THE TOWN OF SODUS
INTO A MUNICIPAL CODE TO BE DESIGNATED THE "CODE OF THE TOWN
OF SODUS"
RESOLUTION**

(6 2-2026)

(See attached Local Law 1-2026 in detail behind typed minutes)

WHEREAS, Proposed Local Law No. 1 of 2026 would provide for the codification of the local laws, ordinances and certain resolutions of the Town of Sodus into a Municipal Code to be designated the “Code of the Town of Sodus;” and

WHEREAS, the Town Clerk caused a copy of a Notice of Public Hearing on Proposed Local Law No. 1 of 2026 to be published in the *Lakeshore News* on February 26, 2026, and for it to be posted on the sign board of the Town maintained pursuant to Town Law §30(6) on February 4, 2026; and

WHEREAS, the Notice of Public Hearing and the proposed text of Proposed Local Law No. 1 of 2026 were also posted on the Town website; and

WHEREAS, the Local Law has been on the desks of all Town Board members since January 28, 2026; and

WHEREAS, adoption of Proposed Local Law No. 1 of 2026 would be routine or continuing agency administration and management, and related local legislative decision-making, and therefore is a Type II action under the State Environmental Quality Review Act, pursuant to 6 N.Y.C.R.R. §617.5(c)(26) and (33); and

WHEREAS, a public hearing was duly held on that Proposed Local Law on February 26, 2026 at 4:05 PM before the Town Board at the Sodus Town Hall, and all persons desiring to speak were heard; and

WHEREAS, due consideration has been given to the adoption of Proposed Local Law No. 1 of 2026, by all members of the Town Board who were present;

NOW, on Motion duly made and seconded, it is

RESOLVED that, Proposed Local Law No. 1 of 2026 is hereby enacted, and shall be filed with the Secretary of State.

BE IT RESOLVED, Councilperson Cathy Willmott motioned to adopt Local Law 2-2026 and resolution which was seconded by Councilperson Josh Conklin. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Resolution Adopted.

Councilperson Josh Conklin motioned to allow Lori Diver Sodus Town Clerk to advertise for Local Law 2-2026 public hearing March 26, 2026 at 4:00 PM which will enact The Town of Sodus Dog Licensing Ordinance codified as Chapter 38 of the Town of Sodus, is hereby amended as follow (amended language is underlined; crossed out language is deleted):

Section 38-4 Definitions

DOG CONTROL OFFICER: A person or persons appointed by the Town Board of the Town of Sodus to assist in the enforcement of this article and Article 7 of the New York Agriculture and Markets Law, ~~and for the purposes of and during the enforcement of this chapter only, such a Dog Control Officer is deemed to be a peace officer~~ was seconded by Councilperson Dale Pickering. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Motion carried.

Councilperson Dale Pickering motioned to accept Angelica Conklin's written resignation effective Wednesday February 25, 2026, was seconded by Councilperson Cathy Willmott. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, abstain. Motion carried.

(Written resignation is behind typed minutes)

RESOLUTION

HANNAH SNYDER- NEW HIRE COURT CLERK

(7 2-2026)

NOW THEREFORE BE IT RESOLVED, Councilperson Dale Pickering authorized Honorable Jay DeWispelaere to hire Hannah Snyder as a full-time court clerk (35 hours per week) with an hourly wage of \$21.52 per hour, benefited and immediately beginning with a 6 month probation. Councilperson Cathy Willmott seconded the motion to adopt this resolution. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Resolution Adopted.

Councilperson Dale Pickering motioned to adjourn the Town Board Meeting was seconded by Councilperson Josh Conklin. Upon roll call the following votes were heard, Supervisor Scott Johnson, abstain; Chris Tertinek, aye; Dale Pickering, aye; Cathy Willmott, aye and Josh Conklin, aye. Motion carried.

Time: 4:15 PM

Minutes Written By:

Lori K. Diver

Sodus Town Clerk, RMC

TOWN OF SODUS
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
61	NYS AMCC INC. MAGISTRATE COURT CLERK DUES	A1110.4	60.00		
62	SODUS POINT SODUS PT. TOURISM 2026 CONTRIBUTION	A6410.4	1,000.00		
63	FB VERSCHOOT MEMORIAL POST 2026 CONTRIBUTION	A6510.4	4,000.00		
64	WAYNE CO. AGING & YOUTH 2026 CONTRIBUTION	A6772.4	4,000.00		
65	WALLINGTON SCHOOL HOUSE 2026 CONTRIBUTION	A7520.4	1,000.00		
66	SODUS BAY HISTORICAL SOCIETY 2026 CONTRIBUTION	A7540.4	2,000.00		
67	SODUS GO-GETTERS 2026 CONTRIBUTION	A7610.4	3,250.00		
68	RURAL BAPTIST CEMETERY 2026 CONTRIBUTION	A8810.41	2,000.00		
69	ROCHESTER AREA CONST. & HEALTH INSURANCE MARCH 2026	A9060.8	4,991.25		
70	WEX BANK FUEL FOR JANUARY 2026	A7110.4	125.94		
71	LAKESHORE NEWS GGRXTAU2-0022/PUBLIC NOTICE EMPLOYEE HOLIDAYS	A1010.4	117.84		
72	WAYNE CO TOWN CLERKS/DEPUTIES 2026 WAY. CO. TOWN CLERK/DEPUTY DUES	A1410.4	150.00		
73	TOSHIBA BUSINESS SOLUTION, USA PRINTERS	A1620.4	123.02		
74	WILLIAMSON LAW BOOK CO 210122/PAYROLL SOFTWARE CONTRACT	A1220.4	1,265.00		
76	VERIZON WIRELESS 3153100330/DCO	A3510.4	31.25		
76	VERIZON WIRELESS 3155734876/HIGHWAY	A5132.4	31.25		
76	VERIZON WIRELESS 3155760836/BEECHWOOD	A7110.45	37.30		
76	VERIZON WIRELESS 3155843877/RECREATION	A7310.4	31.25		
77	MORGAN RUBBISH REMOVAL INC. 505239/GARBAGE	A5132.4	107.03		

TOWN OF SODUS
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
78	QUILL CORPORATION 47642743/HP INK 5 PK	A1110.4	259.99		
79	CHARTER COMMUNICATIONS 142339301020726/DIGITAL ADAPTER	A1620.4	49.34		
80	LYONS NATIONAL BANK 4622/SPLASHTOP	A1220.4	64.80		
80	LYONS NATIONAL BANK 4630/DROPBOX	A1620.4	540.00		
80	LYONS NATIONAL BANK 4614/WEBSITE	A1620.4	16.19		
80	LYONS NATIONAL BANK 4614/SUPPLIES	A3510.4	35.99		
80	LYONS NATIONAL BANK 4622/USPS	A9010.8	10.48		
81	JAY A. DEWISPELEARE NOTARY RENEWAL	A1110.4	60.00		
82	LORRAINE K. DIVER MILEAGE	A1410.4	70.33		
83	ROCHESTER GAS AND ELECTRIC 20031838277/HIGHWAY	A5132.4	3,382.44		
83	ROCHESTER GAS AND ELECTRIC 20027887429/BEECHWOOD	A7110.45	431.70		
83	ROCHESTER GAS AND ELECTRIC 20032792853/CEMETERY	A8810.4	35.48		
84	CHARTER COMMUNICATIONS 141749001021426/INTERNET	A1620.4	351.49		
Total:			29,629.36		

TOWN OF SODUS
Abstract of Unaudited Vouchers
GENERAL FUND - OUTSIDE VILLAGE

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
69	ROCHESTER AREA CONST. & HEALTH INSURANCE MARCH 2026	B9060.8	1,663.75		
71	LAKESHORE NEWS GGRXTAU2-0021/PUBLIC NOTICE	B8010.4	31.43		
75	COUNTRY HARDWARE 25311/SUPPLIES	B3620.4	17.99		
76	VERIZON WIRELESS 3158797523/CODE	B3620.4	31.25		
80	LYONS NATIONAL BANK 7344/CHAPGPT	B3620.4	21.60		
Total:			1,766.02		

TOWN OF SODUS
Abstract of Unaudited Vouchers
HIGHWAY FUND - TOWNWIDE

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
69	AMERICAN ROCK SALT COMPANY,LLC 0824335/BULK ICE CONTROL SALT	DA5142.4	14,125.99		
69	AMERICAN ROCK SALT COMPANY,LLC 0824102/BULK ICE CONTROL SALT	DA5142.4	2,295.92		
69	AMERICAN ROCK SALT COMPANY,LLC 0823557/BULK ICE CONTROL SALT	DA5142.4	4,478.16		
70	WILLIAMSON HARDWARE 172865/SUPPLIES	DA5130.4	10.78		
71	COOK BROTHERS TRUCK PARTS 2584959/PARTS - TRUCK 3	DA5130.4	374.23		
72	ROCHESTER AREA CONSTRUCTION HEALTH INSURANCE MARCH 2026	DA9060.8	11,000.00		
73	WEX BANK FUEL FOR JANUARY 2026	DA5130.4	1,311.76		
74	FEATHERLY'S GARAGE LLC 58843/VALVE STEM/REPLACEMENT	DA5130.4	48.00		
75	E & V ENERGY CORP 30505/1204.0 GAL DIESEL @ \$2.9451	DA5130.4	3,545.90		
76	LETTERING LOUNGE 11931/VINYL LETTERING	DA5130.4	193.33		
77	CHEMUNG SUPPLY CORP 041630/PARTS	DA5142.4	1,910.00		
78	ADVANCE AUTO PARTS MULTI/PARTS	DA5130.4	567.86		
79	COUNTRY HARDWARE 25600/PAINT	DA5130.4	79.99		
80	E & V ENERGY CORP 514482/650 GAL DIESEL @ \$1896.18	DA5130.4	1,896.18		
81	KIMBALL MIDWEST 104180577/HOSES	DA5130.4	92.64		
82	SMITH'S GRAVEL PIT 23814/SAND ICE CONTROL	DA5142.4	6,839.03		
83	AMERICAN ROCK SALT COMPANY,LLC 0824562/BULK ICE CONTROL SALT	DA5142.4	2,428.45		
84	FINGER LAKES/ CASTLE 196925/SUPPLIES	DA5130.4	304.00		
85	PLASSCHE LUMBER CO INC 444491/MAILBOX	DA5130.4	59.98		

TOWN OF SODUS
Abstract of Unaudited Vouchers
HIGHWAY FUND - TOWNWIDE

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
86	REGIONAL INTERNATIONAL CORP 022234866P/WINTER BLADES	DA5130.4	175.00		
87	MR GLASS ROCHESTER AUTO 2-187849/MATERIAL/LABOR 2025 F350	DA5130.4	540.00		
88	MID-STATE COMMUNICATIONS 60152/NEW TRUCK RADIO & INSTALL	DA5130.4	1,024.30		
89	LAGASSE MACHINE & FABRICATION 44188/PARTS	DA5130.4	648.00		
90	TORQUE AUTO 24759/SUPPLIES	DA5130.4	42.72		
91	WILLIAMSON HARDWARE 173888/PARTS	DA5130.4	7.52		
92	MARTIN TRUCK SERVICE 21935/PARTS	DA5130.4	90.00		
93	DECKMAN OIL CO 817052/OIL	DA5130.4	1,105.97		
94	E & V ENERGY CORP 41758/897.0 GAL DIESEL @ \$3.0001	DA5130.4	2,691.09		
95	NAPA AUTO PARTS 333997/PARTS	DA5130.4	15.47		
96	AMERICAN ROCK SALT COMPANY,LLC 0825798/BULK ICE CONTROL SALT	DA5142.4	16,628.06		
97	REGIONAL INTERNATIONAL CORP 022235006P/PART	DA5130.4	1,079.64		
98	REGIONAL INTERNATIONAL CORP 011260080P/PARTS	DA5130.4	3,600.00		
Total:			79,209.97		

TOWN OF SODUS
Abstract of Unaudited Vouchers
VILLAGE OF SODUS FD

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
3	VILLAGE OF SODUS FIRE DEPT. RURAL FIRE PROTECTION 2026	SF1-3410.4	37,000.00		
Total:			37,000.00		

TOWN OF SODUS
Abstract of Unaudited Vouchers
SODUS CENTER FIRE DISTRICT

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
4	SODUS CENTER FIRE DEPT. 2026 DISTRICT TAXES	SF2-3410.4	61,062.00		
4	SODUS CENTER FIRE DEPT. 2026 RURAL FIRE PROTECTION	SF2-3410.4	25,000.00		
Total:			86,062.00		

TOWN OF SODUS
Abstract of Unaudited Vouchers
WALLINGTON FIRE DISTRICT

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
5	WALLINGTON FD 2026 DISTRICT TAXES	SF3-3410.4	35,900.00		
5	WALLINGTON FD 2026 RURAL FIRE PROTECTION	SF3-3410.4	57,300.00		
Total:			93,200.00		

TOWN OF SODUS
Abstract of Unaudited Vouchers
ALTON FIRE DISTRICT

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
6	ALTON FIRE DISTRICT 2026 RURAL FIRE PROTECTION	SF4-3410.4	38,000.00		
6	ALTON FIRE DISTRICT 2026 DISTRICT TAXES	SF4-3410.4	20,864.00		
Total:			58,864.00		

TOWN OF SODUS
Abstract of Unaudited Vouchers
VILLAGE OF SODUS POINT FD

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
7	VILLAGE OF SODUS PT. FIRE DEPT 2026 RURAL FIRE PROTECTION	SF5-3410.4	37,000.00		
Total:			37,000.00		

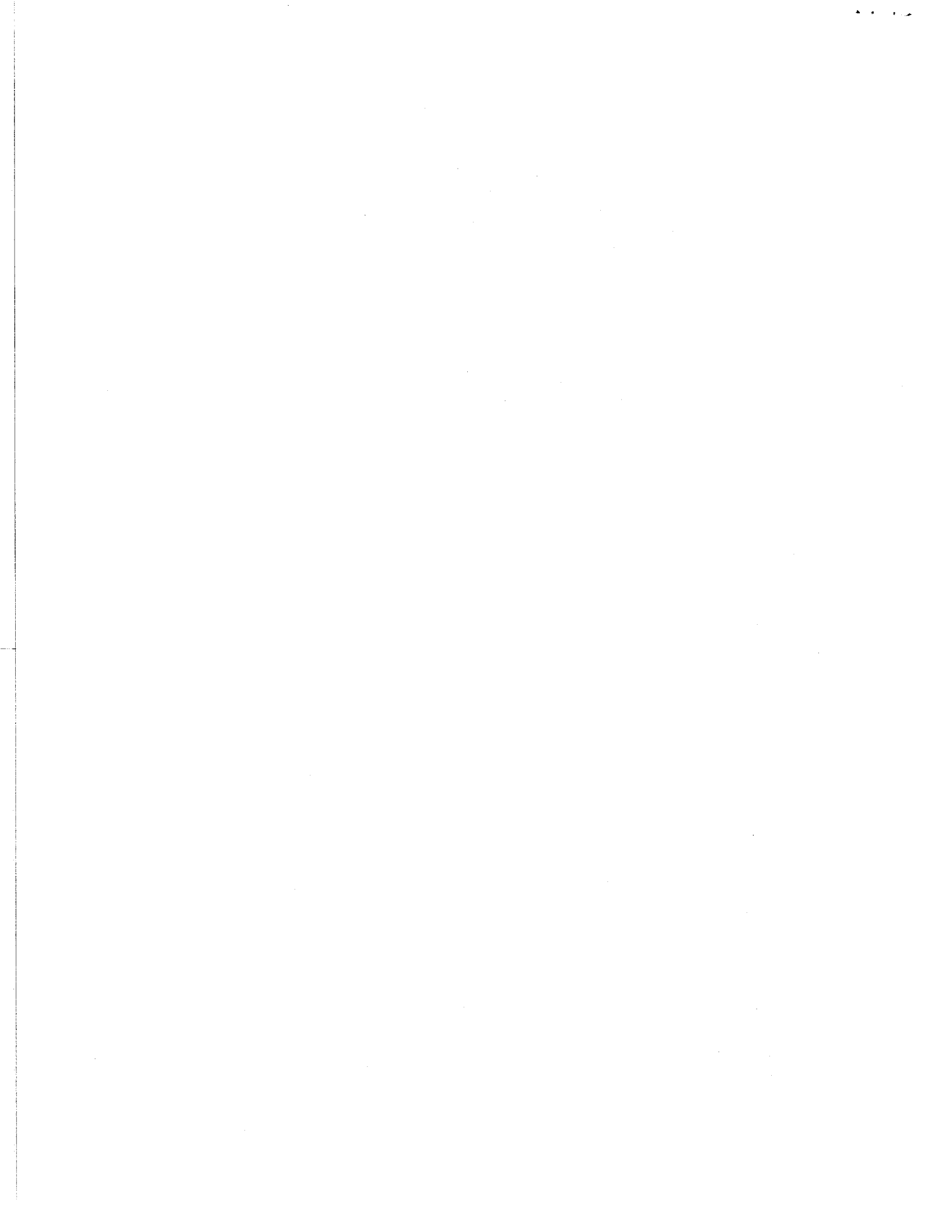
TOWN OF SODUS
Abstract of Unaudited Vouchers
TRUST & AGENCY

Total Claims: \$447,472.70

02/26/2026

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
8	TOWN OF MARION OWL'S NEST VAC-LAND TAXES	TA85	270.00		
8	TOWN OF MARION STEEL POINT VAC-LAND TAXES	TA85	20.00		
8	TOWN OF MARION OWL'S NEST TAXES	TA85	18,053.00		
8	TOWN OF MARION STEEL POINT TAXES	TA85	5,000.00		
9	ROCHESTER AREA CONST. & HEALTH INSURANCE MARCH 2026	TA20	932.95		
10	EXCELLUS HEALTH PLAN DENTAL INSURANCE MARCH 2026	TA20	465.40		
Total:			24,741.35		



Appendix D:

General Recordkeeping Requirements for Town Clerks

Checklist for Review of Town Clerk's Records

Cash Receipts	YES	NO
Is the cash receipts journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal maintained in a manner that identifies the date received, payer, purpose, and the amount either individually or totals referenced to subsidiary receipt records (e.g., water rents receipts register)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are un-deposited cash receipts safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate deposit slips kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits made timely (no later than the third business day after \$250 has been collected) and recorded up-to-date? <i>Last Recorded Deposit: Date <u>12.31.25</u> Amount <u>1339.50</u></i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal totaled and summarized monthly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cash Disbursements	YES	NO
Is the cash disbursements journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash disbursements journal maintained in a manner to identify amounts disbursed either individually or totals referenced to abstracts or payrolls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are pre-numbered checks used for all disbursements made by check?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the town clerk?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all unused checks properly controlled (blank check stock)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are checks recorded up-to-date? <i>Last Recorded Check: # <u>1520</u> Date <u>1.8.26</u> Amount <u>107.50</u></i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

12

Appendix D:

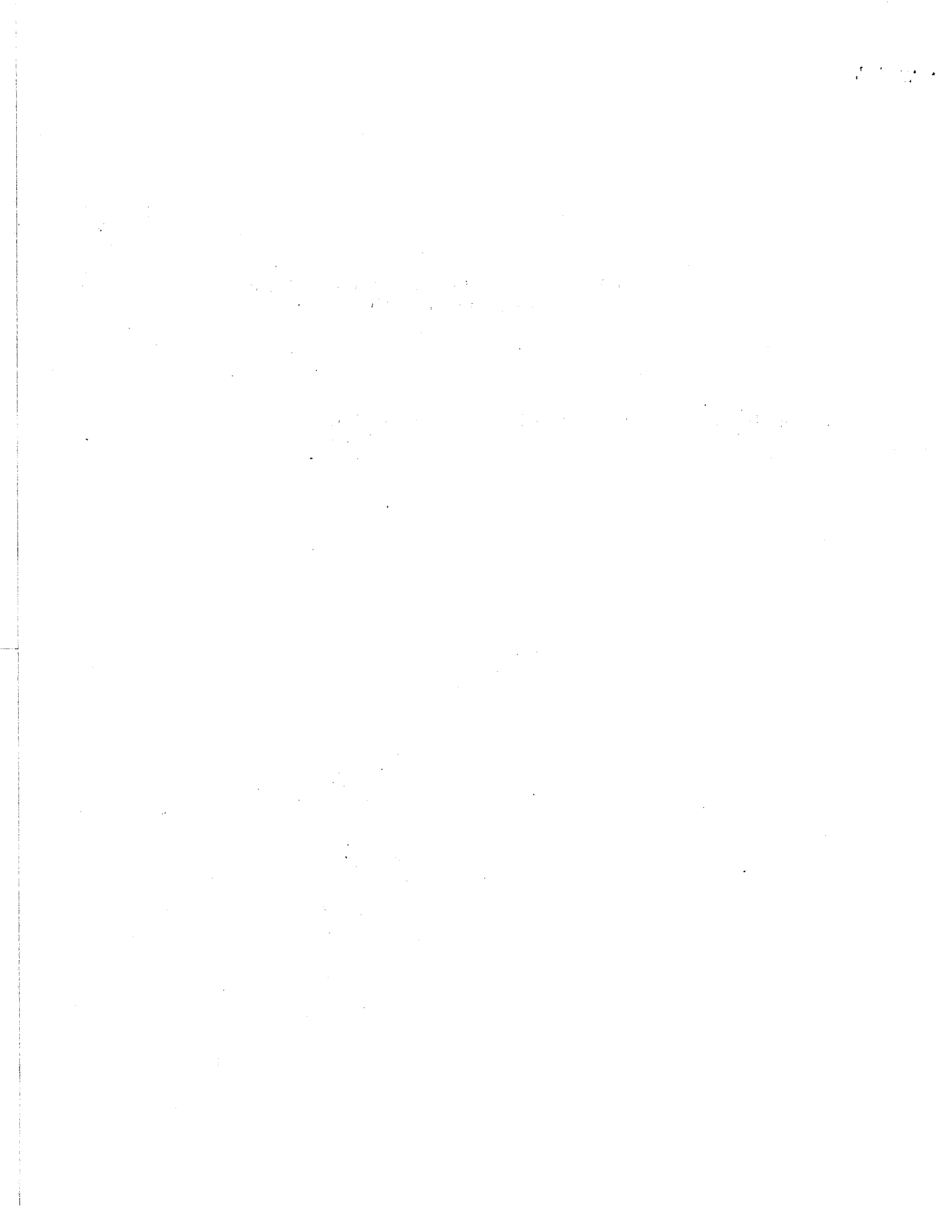
General Recordkeeping Requirements for Town Clerks

Cash Reconciliations	YES	NO
Are bank accounts reconciled? By Whom? <u>TOWN CLERK</u> How Often? <u>END OF EVERY MONTH</u> Who Reviews/Verifies Them? <u>TOWN CLERK DEPUTY</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the bank reconciliation performed timely after the bank statement is received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Last Bank Reconciliation for Each Bank Account</u>		
<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>
<u>TOWN CLERK</u>	<u>12.31.2025</u>	<u>DECEMBER</u>
Are reconciliations documented and available for review?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the reconciled bank balance agree with the cash balance recorded in the accounting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Deposit Protection	YES	NO
Has the bank pledged adequate, eligible securities to protect town clerk deposits that exceed FDIC insurance, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Accountability	YES	NO
Is accountability (what the town clerk owes) determined at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the accountability amount agree with the bank reconciliation and supporting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are unissued licenses and permits (e.g., dog licenses) safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are revenues from town clerk fees comparable with those of previous years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Financial Reporting	YES	NO
Are monthly reports and payments made timely to the supervisor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are monthly reports and payments made timely to other agencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do reported amounts on monthly reports agree with cash receipts and disbursements books?	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Appendix D:

General Recordkeeping Requirements for Town Clerks

Receivables (if applicable, such as water rents)	YES	NO
Are receivable control accounts maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there indication that the receivable control accounts are reconciled to the detail subsidiary records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments and Conclusions

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The primary data was gathered through direct observation and interviews with key stakeholders. Secondary data was obtained from existing reports and databases.

The analysis phase involved identifying trends and patterns in the data. Statistical tools were used to quantify the findings and determine their significance. The results show a clear correlation between the variables studied, indicating that the proposed changes are likely to have a positive impact.

Finally, the document concludes with a series of recommendations based on the findings. These include implementing the suggested changes, monitoring the results closely, and conducting regular audits to ensure ongoing compliance and accuracy.

Appendix D:

General Recordkeeping Requirements for Town Clerks

Adequate accounting records and effective procedures should be in place to account for and report town clerk financial activities properly. Some basic and essential recordkeeping and reporting procedures include the following:

1. Maintain a cashbook, which chronologically identifies all receipts and disbursements.
2. Make all disbursements by check, except as otherwise authorized by law, such as authorized petty cash disbursements.
3. Maintain official bank accounts in designated depositories.
4. Deposit all moneys received to official bank account no later than the third business day after \$250 has been collected (Town Law Section 30 [1-a]).
5. Perform a monthly reconciliation of cash with amount in the bank and related liabilities.
6. Prepare monthly reports and remit collections to the supervisor and agencies on a timely basis:
 - To the Town Supervisor – for fees and other moneys collected belonging to the town no later than the fifteenth day of each month following receipt (Town Law Section 27[1]).
 - To the New York State Department of Health – for marriage license fees on or before the fifteenth day of each month (Domestic Relations Law Section 15[3]).
 - To the New York State Department of Agriculture and Markets – Dog Licensing Unit and County Treasurer – for dog license fees on or before the fifth day of each month (Agriculture and Markets Law Section 111[1]).
 - To the New York State Department of Environmental Conservation (DEC) – for conservation (hunting/fishing) license fees as applicable via the DEC's automated system (Environmental Conservation Law Section 11-0713; 6 NYCRR Section 177.4).

The town clerk of certain towns may also serve as the tax-collecting officer (see Town Law Section 36). As collecting officer, the town clerk generally would be responsible for collecting both town real property taxes and county real property taxes that are levied within the town. A portion of the taxes collected (the amount levied by the town) is remitted to the town supervisor, and any residual amount is paid to the county treasurer (see Town Law Section 35). Because of some unique or additional legal requirements pertaining to tax collecting officers, a separate audit checklist has been developed for this portion of the clerk's functions.

Appendix E:

General Recordkeeping Requirements for Tax Collecting Officers

In order to accomplish their responsibilities and properly account for tax collections, collectors and receivers of taxes and assessments should, and in some cases must, comply with the following:

1. Maintain tax warrants, tax rolls, tax bills (statement of taxes due), and other documents relating to tax accounts.
2. Maintain a cashbook, which chronologically identifies all receipts and disbursements.
3. Maintain official bank accounts in designated depositories.
4. Issue acceptable receipt forms to acknowledge all moneys collected (tax bill and tax receipts are generally one document).
5. Deposit all moneys received in a timely manner.
For Towns Only: Deposit to the appropriate bank account(s) within 24 hours of collection.
6. Make all disbursements by check except for authorized petty cash payments.
7. **For Towns Only:** Generally, remit tax collections to the supervisor at least once a week until payment in full of all moneys payable to him/her pursuant to the warrant have been made.
8. **For Towns Only:** After payment to the supervisor in full of all moneys payable to him/her pursuant to the warrant, remit additional tax collections, if any, to the county treasurer by the 15th day of the month following collection.
9. Prepare a list of unpaid taxes at expiration of the warrant, and complete settlement with the county treasurer, if applicable.

(See, generally, Town Law Section 35, pertaining to the powers and duties of collectors, and Town Law Section 37, pertaining to the powers and duties of receivers of taxes and assessments.)

An Important Initial Step in the Audit Process for Tax Collectors and Receivers

Following the tax collection period, the tax collector or receiver is required to account for or settle up real property taxes that the collector or receiver was responsible for collecting. The accounting is made to the county treasurer, and is considered an important and integral part of any audit and/or oversight process.

Before the town board audits the records of the tax collector or receiver, a copy of the settlement sheet should be obtained and reviewed. If necessary, inquiry should be made with the county treasurer to find out if there were any known problems or concerns with the collector's or receiver's records or accounting at the time of settlement.

Note: An audit of the tax collector or receiver could be done any time after settlement with the county treasurer. Once the collector or receiver has settled with the county, there should be no further activity and the bank account balance should be zero (unless the bank, at the time of opening the account, required a minimum amount to be held in the account).

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The primary data was gathered through direct observation and interviews with key personnel. Secondary data was obtained from internal company reports and industry publications.

The analysis of the data revealed several key trends and insights. One major finding was the significant impact of market fluctuations on the company's performance. Another important observation was the need for more robust risk management strategies to mitigate potential losses.

Based on these findings, the author recommends several strategic actions. These include diversifying the product portfolio, strengthening relationships with key suppliers, and implementing more rigorous financial controls. The goal is to enhance the company's resilience and ensure long-term sustainability.

Finally, the document concludes by highlighting the importance of continuous monitoring and evaluation. The market is constantly evolving, and the company must remain agile and responsive to changes. Regular audits and reviews will be essential to stay on track and achieve the organization's goals.

Appendix E:

General Recordkeeping Requirements for Tax Collecting Officers

Checklist for Review of Tax Collecting Officer's Records

Settlement	YES	NO
Is a copy of the collector's or receiver's settlement sheet available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have all settlement issues/concerns been adequately resolved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Bank Accounts	YES	NO
Is the bank account reconciled after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i> Date Performed <u>5/2/2025</u> Month Ending <u>5/31/2025</u>		
Note: Tax collector's bank account balance should be \$0.00 at the beginning of the collection period		

Cash Receipts	YES	NO
Is the cash receipts journal maintained in a manner sufficient to identify the date received, payer, tax account number, tax amount, interest amount and other appropriate information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate deposit slips kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are bank deposits timely or (for towns) within 24 hours of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Cash Disbursements	YES	NO
Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the tax collector or receiver?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Deposit Protection	YES	NO
Has the bank pledged adequate, eligible securities to protect tax collector deposits that exceed FDIC insurance protection, when applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The analysis focuses on identifying trends and patterns over time, which is crucial for making informed decisions.

The third section provides a detailed breakdown of the results. It shows that there has been a significant increase in sales volume, particularly in the online channel. However, the profit margins have remained relatively stable, indicating that the company is effectively managing its costs.

Finally, the document concludes with several key recommendations. It suggests that the company should continue to invest in digital marketing and customer service to further drive growth. Additionally, it recommends a regular review of the financial performance to ensure long-term sustainability.

The following table provides a summary of the key financial metrics for the period under review. The data shows a consistent upward trend in revenue, which is a positive indicator for the company's overall health.

Category	Q1	Q2	Q3	Q4
Revenue	120,000	135,000	150,000	165,000
Expenses	80,000	85,000	90,000	95,000
Profit	40,000	50,000	60,000	70,000

Based on the data presented in the table, it is clear that the company has achieved a steady increase in both revenue and profit. This is primarily due to the successful implementation of the marketing strategy and the strong performance of the core products.

The document also highlights some areas for improvement. For example, the company should consider diversifying its product line to reduce dependency on a few key items. Additionally, improving operational efficiency could help in reducing costs and increasing profit margins further.

Appendix E:

General Recordkeeping Requirements for Tax Collecting Officers

Financial Reporting	YES	NO
Are payments made at least weekly to the supervisor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are receipt forms issued by the supervisor to acknowledge collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are payments made timely to the county treasurer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Accountability	YES	NO
Are penalties assessed/collected on late payments?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
* Is the total amount of penalties collected on overdue real property taxes comparable with that collected in previous year(s)? Do the amounts look reasonable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the tax collector or receiver treating his/her own tax bills properly, e.g., penalties, if required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are interest earnings remitted to the supervisor and/or the county as appropriate? (Check county resolution for guidance.)	<input type="checkbox"/>	<input type="checkbox"/>
Are there significant safeguards for the protection of assets and cash, such as a safe or locked file cabinet, offices with locks on the door, regular deposits of cash, etc.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments and Conclusions

* I CANNOT SAY, THIS IS MY FIRST YEAR DOING AUDIT
 (● I SAW 2004)

Williamson Law Book Company

790 Canning Parkway Victor, New York 14564

Town of Sodus
Accounts Payable
14-16 Mill Street
Sodus, NY 14551

February 9, 2026

Annual Software Support Contract

Enclosed is an invoice renewing your Software Support coverage for the following program(s)

Payroll Software (3/1/26 through 2/28/27)

This agreement is between Williamson Law Book Company (WLB) and Town of Sodus (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,265.00 as specified on the enclosed invoice.


*****Please sign and return one copy of this contract with your payment*****

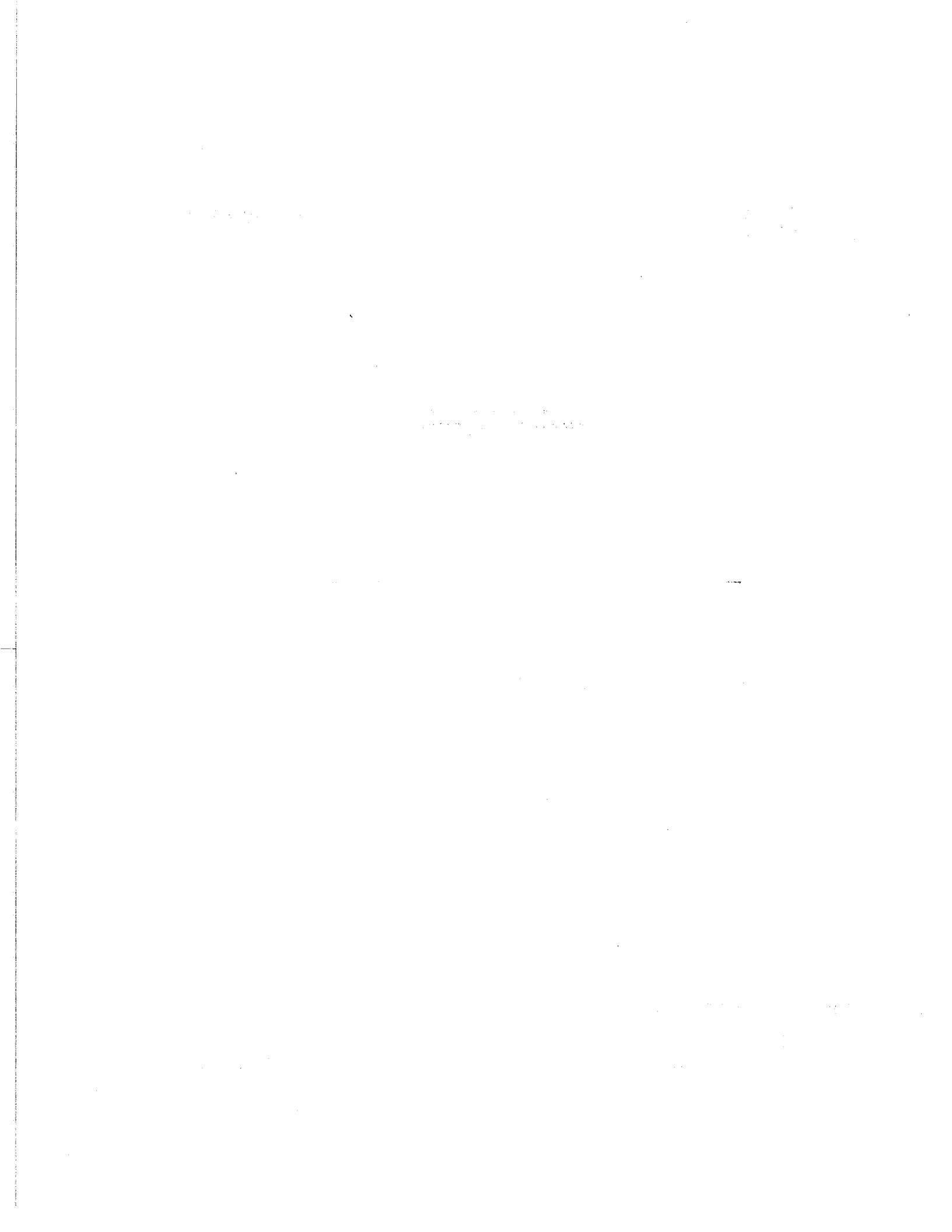
Thank you,



Williamson Law Book Company

Accepted for the Town of Sodus

By:  Title: Supervisor Date: 2/26/26



Local Law Filing

Instructions

New York State Department of State
Division of Corporations, State Records and Uniform Commercial Code
One Commerce Plaza, 99 Washington Avenue
Albany, NY 12231-0001
www.dos.ny.gov

PLEASE OBSERVE THESE INSTRUCTIONS FOR FILING LOCAL LAWS WITH THE SECRETARY OF STATE

1. Each local law shall be filed with the Secretary of State within 20 days after its final adoption or approval as required by section 27 of the Municipal Home Rule Law. The cited statute provides that a local law shall not become effective before it is filed in the office of the Secretary of State.
2. Each local law to be filed with the Secretary of State shall be an original certified copy.
3. Each local law shall be filed on a form provided by the Department of State. If additional pages are required, they must be the same size as the form. Typewritten copies of the text may be attached to the form. Only legible copies will be accepted.
4. File only the number, title and text of the local law.
5. In the case of a local law amending a previously enacted local law, the text must be that of the law as amended. Do not include any matter in brackets, with a line through it, italicized or underscored to indicate the changes made. The printed number of the bill and explanatory matter must be omitted.
6. For the purpose of filing a local law with the Department of State, number each local law consecutively, beginning with the number one for the first local law filed in each calendar year. The next number in sequence should be applied to each local law when it is submitted for filing, regardless of its date of introduction or adoption. The date of filing of a local law is the date on which the local law is placed on file by the Department.

It is suggested that municipalities use introductory identifying bill numbers for proposed local laws. After the local law is enacted (and approved by the voters, if required), the local law should then be numbered with the next consecutive local law number, as described above, and then submitted to the Department for filing.

7. Each copy of a local law filed with the Secretary of State shall have affixed to it a certification by the Clerk of the County legislative body or the City, Town or Village Clerk or other officer designated by the local legislative body. Certification forms are provided herewith.
8. A copy of each local law may be mailed or delivered to:
NYS Department of State
Division of Corporations, State Records and Uniform Commercial Code
One Commerce Plaza, 99 Washington Avenue
Albany, NY 12231.

(DO NOT FILE THIS INSTRUCTION SHEET WITH THE LOCAL LAW.)

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County City Town Village
(Select one.)

of Sodus _____

Local Law No. 1 of the year 2026

A local law Town of Sodus codifies the laws of the Town of Sodus, makes necessary changes to clarify
(Insert Title)
provisions of the law and comply with the New York State Law and adds the Code of Ethics
provisions on licensed occupations and other minor changes to reflect the Town's current
practices.

Be it enacted by the Sodus Town Board of the
(Name of Legislative Body)

County City Town Village
(Select one.)

of Sodus _____ as follows:

See Attached Minutes for Local Law and Resolution.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. 1 of 2026 of the (County)(City)(Town)(Village) of Town of Sodus was duly passed by the Sodus Town Board on February 26 2026, in accordance with the applicable provisions of law.
(Name of Legislative Body)

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____, in accordance with the applicable provisions of law.
(Name of Legislative Body)
(Elective Chief Executive Officer)*

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.
(Name of Legislative Body)
(Elective Chief Executive Officer)*

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.
(Name of Legislative Body)
(Elective Chief Executive Officer)*

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph _____ above.

[Handwritten Signature]

Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: March 3, 2026

(Seal)

AFFIDAVIT OF PUBLICATION

LAKESHORE NEWS
6784 Main Street, Red Creek, NY 13143
(518) 730-4551

State of Florida, County of Broward, ss:

I, Anjana Bhadoriya, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of LAKESHORE NEWS, a Weekly newspaper of general circulation, printed and published in Cayuga County, Wayne County, New York, designated by the County Clerk of Cayuga County, Wayne County as a newspaper of record; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates.

Publication Dates:

- Feb 11, 2026

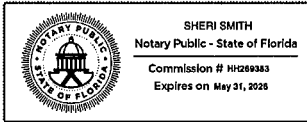
Notice ID: BLGttPcs4VNwXA59NhVp

Notice Name: Local Law 1-2026

Publication Fee: \$44.01

Anjana Bhadoriya

Agent



VERIFICATION

State of Florida
County of Broward

Signed or attested before me on this: 02/23/2026

S. Smith
Notary Public

Notarized remotely online using communication technology via Proof.

**WAYNE COUNTY
LOCAL LAW**

**TOWN OF SODUS
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that, pursuant to Section 20 of the Municipal Home Rule Law, a public hearing will be held by the Town Board of the Town of Sodus on February 26, 2026, at 4:05 p.m. at the Sodus Town Hall, 14-16 Mill Street, in the Town of Sodus, Wayne County, New York, to consider the enactment of Proposed Local Law No. 1 of 2026 of the Town of Sodus, codifies the laws of the Town of Sodus, makes necessary changes to clarify provisions of the law and comply with New York State Law, and adds the Code of Ethics, provisions on licensed occupations and other minor changes to reflect the Town's current practices.

All persons interested shall be given an opportunity to be heard. Proposed Local Law No. 1 of 2026 is available for public inspection during regular business hours at the Town Clerk's office and on the Town of Sodus website at sodusny.gov

By Order of the Sodus Town Board,
Lori Diver Sodus Town Clerk
February 4, 2026

RESOLUTION ENACTING LOCAL LAW

WHEREAS, Proposed Local Law No. 1 of 2026 would provide for the codification of the local laws, ordinances and certain resolutions of the Town of Sodus into a Municipal Code to be designated the "Code of the Town of Sodus;" and

WHEREAS, the Town Clerk caused a copy of a Notice of Public Hearing on Proposed Local Law No. 1 of 2026 to be published in the *Lakeshore News* on February 26, 2026, and for it to be posted on the sign board of the Town maintained pursuant to Town Law §30(6) on February 4, 2026; and

WHEREAS, the Notice of Public Hearing and the proposed text of Proposed Local Law No. 1 of 2026 were also posted on the Town website; and

WHEREAS, the Local Law has been on the desks of all Town Board members since January 28, 2026; and

WHEREAS, adoption of Proposed Local Law No. 1 of 2026 would be routine or continuing agency administration and management, and related local legislative decision-making, and therefore is a Type II action under the State Environmental Quality Review Act, pursuant to 6 N.Y.C.R.R. §617.5(c)(26) and (33); and

WHEREAS, a public hearing was duly held on that Proposed Local Law on February 26, 2026 at 4:05 PM before the Town Board at the Sodus Town Hall, and all persons desiring to speak were heard; and

WHEREAS, due consideration has been given to the adoption of Proposed Local Law No. 1 of 2026, by all members of the Town Board who were present;

NOW, on Motion duly made and seconded, it is

RESOLVED that, Proposed Local Law No. 1 of 2026 is hereby enacted, and shall be filed with the Secretary of State.

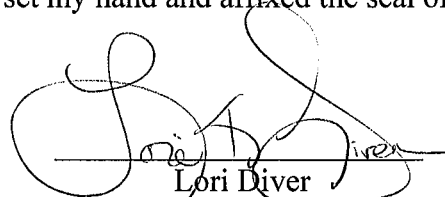
STATE OF NEW YORK)
COUNTY OF WAYNE)

I, Lori Diver, Town Clerk of the Town of Sodus, Wayne County, New York,

DO CERTIFY that I have compared the attached document with the original thereof recorded in my office of the Month End Town Board Meeting held February 26, 2026 in the Town of Sodus, Wayne County, New York; and that the same is a true and correct copy of said original and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said Town of Sodus

Date: March 3, 2026



Lori Diver
Sodus Town Clerk, RMC

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

Town of Sodus

Local Law No. 1 of the year 2026

A local law to provide for the codification of the local laws, ordinances and certain resolutions of the Town of Sodus into a Municipal Code to be designated the "Code of the Town of Sodus."

**Be it enacted by the Town Board of the
Town of Sodus as follows:**

(SEE ATTACHED)

(If additional space is needed, attach pages the same size as this sheet, and number each.)

ARTICLE I
Adoption of Code

§ 1-1. Code adopted; continuation of existing provisions.

In accordance with Subdivision 3 of § 20 of the Municipal Home Rule Law, the local laws, ordinances and certain resolutions of the Town of Sodus, as codified and consisting of Chapters 1 through 135, together with an Appendix, are hereby approved, adopted, and enacted as the Code of the Town of Sodus, hereinafter referred to as the "Code." The provisions of the Code, insofar as they are substantively the same as those of local laws, ordinances and resolutions in force immediately prior to the enactment of the Code by this local law, are intended as a continuation of such local laws, ordinances and resolutions and not as new enactments. This local law and the Code adopted hereby shall supersede and replace the 1994 Code of the Town of Sodus, as renumbered in 2003, and as amended and supplemented.

§ 1-2. Code on file; additions and amendments.

- A. A copy of the Code has been filed in the office of the Town Clerk and shall remain there for use and examination by the public until final action is taken on this local law. Following adoption of this local law such copy shall be certified to by the Clerk of the Town of Sodus by impressing thereon the Seal of the Town, as provided by law, and such certified copy shall remain on file in the office of the Town Clerk, to be made available to persons desiring to examine the same during all times while said Code is in effect.
- B. Additions or amendments to the Code, when adopted in such form as to indicate the intent of the Town Board to make them a part thereof, shall be deemed to be incorporated into such Code so that reference to the "Code of the Town of Sodus" shall be understood and intended to include such additions and amendments. Nothing contained in this local law shall affect the status of any local law, ordinance or resolution contained in the Code, and such local laws, ordinances or resolutions may be amended, deleted or changed from time to time as the Town Board deems desirable.

§ 1-3. Notice; publication.

In the event that notice of enactment of this local law is required due to amendments adopted by way of this local law to zoning or land use provisions, or is otherwise required by law, the Clerk of the Town of Sodus shall cause notice of the enactment of this local law to be given in the manner required by law. The notice of the enactment of this local law, coupled with the availability of a copy of the Code for inspection by the public, shall be deemed, held and considered to be due and legal publication of all provisions of the Code for all purposes.

§ 1-4. Severability.

Each section of this local law and of the Code and every part of each section is an independent section or part of a section, and the holding of any section or a part thereof to be unconstitutional, void or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other sections or parts thereof.

§ 1-5. Repealer.

- A. Repeal of inconsistent enactments. All local laws and ordinances of a general and permanent nature, or parts of such local laws or ordinances, inconsistent with the provisions contained in the Code adopted by this local law are hereby repealed; provided, however, that such repeal shall only be to the extent of such inconsistency, and any valid legislation of the Town of Sodus which is not in conflict with the provisions of the Code shall be deemed to remain in full force and effect.
- B. Repeal of specific enactments. The Town Board of the Town of Sodus has determined that the following local laws and/or ordinances are no longer in effect and hereby specifically repeals the following legislation:
- (1) Local Law No. 1-1971, continuing the elective office of the Assessor, included as Chapter 5 of the 1994 Code and Chapter 10 of the 2003 Code.
 - (2) Resolution adopted March 1, 1972, establishing the Water Department, included as Chapter 28 of the 1994 Code and Chapter 31 of the 2003 Code.

§ 1-6. Enactments saved from repeal; matters not affected.

The repeal of local laws and ordinances provided for in § 1-5 of this local law shall not affect the following classes of local laws, ordinances, rights and obligations, which are hereby expressly saved from repeal:

- A. Any right or liability established, accrued or incurred under any legislative provision of the Town of Sodus prior to the effective date of this local law or any action or proceeding brought for the enforcement of such right or liability.
- B. Any offense or act committed or done before the effective date of this local law in violation of any legislative provision of the Town of Sodus or any penalty, punishment or forfeiture which may result therefrom.
- C. Any prosecution, indictment, action, suit or other proceeding pending or any judgment rendered prior to the effective date of this local law brought pursuant to any legislative provision of the Town of Sodus.
- D. Any agreement entered into or any franchise, license, right, easement or privilege heretofore granted or conferred by the Town of Sodus.
- E. Any local law or ordinance of the Town of Sodus providing for the laying out, opening, altering, widening, relocating, straightening, establishing grade, changing name, improvement, acceptance or vacation of any right-of-way, easement, street, road, highway, park or other public place within the Town of Sodus or any portion thereof.
- F. Any local law or ordinance of the Town of Sodus appropriating money or transferring funds, promising or guaranteeing the payment of money or authorizing the issuance and delivery of any bond of the Town of Sodus or other instruments or evidence of the Town's indebtedness.

- G. Local laws or ordinances authorizing the purchase, sale, lease or transfer of property, or any lawful contract, agreement or obligation.
- H. The levy or imposition of special assessments or charges.
- I. The annexation or dedication of property.
- J. Any local law or ordinance relating to salaries and compensation.
- K. Any local law or ordinance amending the Zoning Map.
- L. Any local law or ordinance relating to or establishing a pension plan or pension fund for Town employees.
- M. Any local law or ordinance or portion of a local law or ordinance establishing a specific fee amount for any license, permit or service obtained from the Town.
- N. Any local law or ordinance adopted subsequent to December 10, 2024.

§ 1-7. Changes in previously adopted legislation.

- A. In compiling and preparing the local laws, ordinances and resolutions for publication as the Code of the Town of Sodus, certain grammatical changes and other minor nonsubstantive changes were made in one or more of said pieces of legislation. It is the intention of the Town Board that all such changes be adopted as part of the Code as if the local laws, ordinances and resolutions had been previously formally amended to read as such.
- B. In addition, the amendments and/or additions as set forth in Schedule A attached hereto and made a part hereof are made herewith, to become effective upon the effective date of this local law. (Chapter and section number references are to the local laws, ordinances and resolutions as they have been renumbered and appear in the Code.)
- C. Throughout the Code:
 - (1) References to "Building Department" are amended to "Code Enforcement Office."
 - (2) References to "Building Inspector" are amended to "Code Enforcement Officer."
 - (3) References to "Dog Warden" are amended to "Dog Control Officer."
 - (4) References to "mobile home" are amended to "manufactured home."

§ 1-8. Titles and headings; editor's notes.

- A. Chapter and article titles, headings and titles of sections and other divisions of the Code are inserted in the Code and may be inserted in supplements to the Code for the convenience of persons using the Code and are not part of the legislation.

- B. Editor's notes indicating sources of sections, giving other information or referring to the statutes or to other parts of the Code are inserted in the Code and may be inserted in supplements to the Code for the convenience of persons using the Code and are not part of the legislation.

§ 1-9. Penalties for tampering with Code.

Any person who alters or tampers with the Code of the Town of Sodus in any manner whatsoever which will cause the legislation of the Town of Sodus to be misrepresented thereby, or who violates any other provision of this local law, shall be guilty of an offense and shall, upon conviction thereof, be subject to a fine of not more than \$250 or imprisonment for a term of not more than 15 days, or both.

§ 1-10. When effective.

This local law shall take effect immediately upon filing with the Secretary of State of the State of New York.

**Town of Sodus
Code Adoption Local Law**

**Schedule A
Specific Revisions at Time of Adoption of Code**

Chapter 16, Code of Ethics.

Chapter 16, Code of Ethics, is amended in its entirety to read as follows:

§ 16-1. Purpose.

Officers and employees of the Town of Sodus hold their positions to serve and benefit the public and not for obtaining unwarranted personal or private gain in the exercise and performance of their official powers and duties. The Town Board recognizes that, in furtherance of this fundamental principle, there is a need for clear and reasonable standards of ethical conduct. This code of ethics establishes those standards.

§ 16-2. Definitions.

BOARD — The governing board of a municipality and any municipal administrative board (e.g., planning board, zoning of board of appeals), commission, or other agency or body comprised of two or more municipal officers or employees.

CODE — This Code of Ethics.

INTEREST — A direct or indirect financial or material benefit, but does not include any benefit arising from the provision or receipt of any services generally available to the residents or taxpayers of the municipality or an area of the municipality, or a lawful class of such residents or taxpayers. A municipal officer or employee is deemed to have an interest in any private organization when he or she, his or her spouse, or a member of his or her household, is an owner, partner, member, director, officer, employee, or directly or indirectly owns or controls more than 5% of the organization's outstanding stock.

MUNICIPALITY — The Town of Sodus. The word "municipal" refers to the municipality.

MUNICIPAL OFFICER OR EMPLOYEE — A paid or unpaid officer or employee of the Town of Sodus, including, but not limited to, the members of any municipal board.

RELATIVE — A spouse, parent, step-parent, sibling, step-sibling, sibling's spouse, child, step-child, uncle, aunt, nephew, niece, first cousin, or household member of a municipal officer or employee, and individuals having any of these relationships to the spouse of the officer or employee.

§ 16-3. Applicability.

This Code of Ethics applies to the officers and employees of the Town of Sodus and shall supersede any prior municipal code of ethics. The provisions of this Code of Ethics shall apply in addition to all applicable state and local laws relating to conflicts of interest and ethics, including, but not limited to, Article 18 of the General Municipal Law and all rules, regulations, policies and procedures of the Town of Sodus.

§ 16-4. Use of municipal position for personal or private gain unlawful.

No municipal officer or employee shall use his or her municipal position or official powers and duties to secure a financial or material benefit for himself or herself, a relative, or any private organization in which he or she is deemed to have an interest.

§ 16-5. Disclosure of interest in legislation and other matters.

- A. *Whenever a matter requiring the exercise of discretion comes before a municipal officer or employee, either individually or as a member of a board, and disposition of the matter could result in a direct or indirect financial or material benefit to himself or herself, a relative, or any private organization in which he or she is deemed to have an interest, the municipal officer or employee shall disclose, in writing, the nature of the interest.*
- B. *The disclosure shall be made when the matter requiring disclosure first comes before the municipal officer or employee, or when the municipal officer or employee first acquires knowledge of the interest requiring disclosure, whichever is earlier.*
- C. *In the case of a person serving in an elective office, the disclosure shall be filed with the governing board of the municipality. In all other cases, the disclosure shall be filed with the person's supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the municipal officer, employee or board having the power to appoint to the person's position.*
- D. *In addition, in the case of a person serving on a municipal board, a copy of the disclosure shall be filed with the board. Any disclosure made to a board shall be made publicly at a meeting of the board and must be included in the minutes of the meeting.*

§ 16-6. Recusal and abstention.

- A. *No municipal officer or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including discussing the matter and voting on it, when he or she knows or has reason to know that the action could confer a direct or indirect financial or material benefit on himself or herself, a relative, or any private organization in which he or she is deemed to have an interest.*
- B. *In the event that this section prohibits a municipal officer or employee from exercising or performing a power or duty:*

- (1) *If the power or duty is vested in a municipal officer as a member of a board, then the power or duty shall be exercised or performed by the other members of the board; or*
- (2) *If the power or duty that is vested in a municipal officer individually, then the power or duty shall be exercised or performed by his or her deputy or, if the officer does not have a deputy, the power or duty shall be performed by another person to whom the officer may lawfully delegate the function;*
- (3) *If the power or duty is vested in a municipal employee, he or she must refer the matter to his or her immediate supervisor, and the immediate supervisor shall designate another person to exercise or perform the power or duty.*

§ 16-7. Prohibition inapplicable; disclosure, recusal and abstention not required.

- A. *This code's prohibition on use of a municipal position (§ 16-4), disclosure requirements (§ 16-5), and requirements relating to recusal and abstention (§ 16-6) shall not apply with respect to the following matters:*
- (1) *Adoption of the municipality's annual budget;*
 - (2) *Any matter requiring the exercise of discretion that directly affects any of the following groups of people or a lawful class of such groups:*
 - (a) *All municipal officers or employees;*
 - (b) *All residents or taxpayers of the municipality or an area of the municipality; or*
 - (c) *The general public; or*
 - (3) *Any matter that does not require the exercise of discretion.*
- B. *Recusal and abstention shall not be required with respect to any matter:*
- (1) *Which comes before a board when a majority of the board's total membership would otherwise be prohibited from acting by § 16-6 of this Code;*
 - (2) *Which comes before a municipal officer when the officer would be prohibited from acting by § 16-6 of this Code and the matter cannot be lawfully delegated to another person.*

§ 16-8. Investments in conflict with official duties.

- A. *No municipal officer or employee may acquire the following investments:*
- (1) *Investments that can be reasonably expected to require more than sporadic recusal and abstention under § 16-6 of this Code; or*
 - (2) *Investments that would otherwise impair the person's independence of judgment in the exercise or performance of his or her official powers and duties.*

- B. *This section does not prohibit a municipal officer or employee from acquiring any other investments or the following assets:*
- (1) *Real property located within the municipality and used as his or her personal residence;*
 - (2) *Less than five percent of the stock of a publicly traded corporation; or*
 - (3) *Bonds or notes issued by the municipality and acquired more than one year after the date on which the bonds or notes were originally issued.*

§ 16-9. Private employment in conflict with official duties.

No municipal officer or employee, during his or her tenure as a municipal officer or employee, may engage in any private employment, including the rendition of any business, commercial, professional or other types of services, when the employment:

- A. *Can be reasonably expected to require more than sporadic recusal and abstention pursuant to § 16-6 of this Code;*
- B. *Can be reasonably expected to require disclosure or use of confidential information gained by reason of serving as a municipal officer or employee;*
- C. *Violates § 805-a, Subdivision 1c or d, of the General Municipal Law; or*
- D. *Requires representation of a person or organization other than the municipality in connection with litigation, negotiations or any other matter to which the municipality is a party.*

§ 16-10. Future employment.

- A. *No municipal officer or employee may ask for, pursue or accept a private post-government employment opportunity with any person or organization that has a matter requiring the exercise of discretion pending before the municipal officer or employee, either individually or as a member of a board, while the matter is pending or within the 30 days following final disposition of the matter.*
- B. *No municipal officer or employee, for the two-year period after serving as a municipal officer or employee, may represent or render services to a private person or organization in connection with any matter involving the exercise of discretion before the municipal office, board, department or comparable organizational unit for which he or she serves.*

§ 16-11. Personal representations and claims permitted.

This code shall not be construed as prohibiting a municipal officer or employee from:

- A. *Representing himself or herself or his or her spouse or minor children before the municipality; or*
- B. *Asserting a claim against the municipality on his or her own behalf or on behalf of his or her spouse or minor children.*

§ 16-12. Use of municipal resources.

- A. *Municipal resources shall be used for lawful municipal purposes. Municipal resources include, but are not limited to, municipal personnel, and the municipality's money, vehicles, equipment, materials, supplies or other property.*
- B. *No municipal officer or employee may use or permit the use of municipal resources for personal or private purposes, but this provision shall not be construed as prohibiting:*
- (1) *Any use of municipal resources authorized by law or municipal policy;*
 - (2) *The use of municipal resources for personal or private purposes when provided to a municipal officer or employee as part of his or her compensation; or*
 - (3) *The occasional and incidental use during the business day of municipal telephones and computers for necessary personal matters such as family care and changes in work schedule.*
- C. *No municipal officer or employee shall cause the municipality to spend more than is reasonably necessary for transportation, meals or lodging in connection with official travel.*

§ 16-13. Interests in contracts.

- A. *No municipal officer or employee may have an interest in a contract that is prohibited by § 801 of the General Municipal Law.*
- B. *Every municipal officer and employee shall disclose interests in contracts with the municipality at the time and in the manner required by § 803 of the General Municipal Law.*

§ 16-14. Nepotism.

Except as otherwise required by law:

- A. *No municipal officer or employee, either individually or as a member of a board, may participate in any decision specifically to appoint, hire, promote, discipline or discharge a relative for any position at, for or within the municipality or a municipal board.*
- B. *No municipal officer or employee may supervise a relative in the performance of the relative's official powers or duties.*

§ 16-15. Political solicitations.

- A. *No municipal officer or employee shall directly or indirectly compel or induce a subordinate municipal officer or employee to make, or promise to make, any political contribution, whether by gift of money, service or other thing of value.*
- B. *No municipal officer or employee may act or decline to act in relation to appointing, hiring or promoting, discharging, disciplining, or in any manner*

changing the official rank, status or compensation of any municipal officer or employee, or an applicant for a position as a municipal officer or employee, on the basis of the giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose.

§ 16-16. Confidential information.

No municipal officer or employee who acquires confidential information in the course of exercising or performing his or her official powers or duties may disclose or use such information unless the disclosure or use is required by law or in the course of exercising or performing his or her official powers and duties.

§ 16-17. Gifts.

- A. *No municipal officer or employee shall solicit, accept or receive a gift in violation of § 805-a, Subdivision 1a, of the General Municipal Law as interpreted in this section.*
- B. *No municipal officer or employee may directly or indirectly solicit any gift.*
- C. *No municipal officer or employee may accept or receive any gift, or multiple gifts from the same donor, having an annual aggregate value of \$75 or more when:*
- (1) *The gift reasonably appears to be intended to influence the officer or employee in the exercise or performance of his or her official powers or duties;*
 - (2) *The gift could reasonably be expected to influence the officer or employee in the exercise or performance of his or her official powers or duties; or*
 - (3) *The gift is intended as a reward for any official action on the part of the officer or employee.*
- D. *For purposes of this section, a "gift" includes anything of value, whether in the form of money, service, loan, travel, entertainment, hospitality, thing or promise, or in any other form. The value of a gift is the gift's fair market value, determined by the retail cost of the item or a comparable item. The fair market value of a ticket entitling the holder to food, refreshments, entertainment, or any other benefit is the face value of the ticket, or the actual cost to the donor, whichever is greater. Determination of whether multiple gifts from a single donor exceed \$75 must be made by adding together the value of all gifts received from the donor by an officer or employee during the twelve-month period preceding the receipt of the most recent gift.*
- E. *Gifts intended to influence or reward.*
- (1) *A gift to a municipal officer or employee is presumed to be intended to influence the exercise or performance of his or her official powers or duties when the gift is from a private person or organization that seeks municipal action involving the exercise of discretion by or with the participation of the officer or employee.*

- (2) *A gift to a municipal officer or employee is presumed to be intended as a reward for official action when the gift is from a private person or organization that has obtained municipal action involving the exercise of discretion by or with the participation of the officer or employee during the preceding 12 months.*

F. *This section does not prohibit any other gift, including:*

- (1) *Gifts made to the municipality;*
- (2) *Gifts from a person with a family or personal relationship with the officer or employee when the circumstances make it clear that the personal relationship, rather than the recipient's status as a municipal officer or employee, is the primary motivating factor for the gift;*
- (3) *Gifts given on special occasions, such as marriage, illness, or retirement, which are modest, reasonable and customary;*
- (4) *Unsolicited advertising or promotional material of little intrinsic value, such as pens, pencils, note pads, and calendars;*
- (5) *Awards and plaques having a value of \$75 or less which are publicly presented in recognition of service as a municipal officer or employee, or other service to the community; or*
- (6) *Meals and refreshments provided when a municipal officer or employee is a speaker or participant at a job-related professional or educational conference or program, and the meals and refreshments are made available to all participants.*

§ 16-18. Board of Ethics.

- A. *There is hereby established a Board of Ethics for the municipality. The Board of Ethics shall consist of five members, a majority of whom shall not be officers or employees of the municipality, but at least one of whom must be a municipal officer or employee. The members of such Board of Ethics shall be appointed by the Town Board, serve at the pleasure of the appointing authority, and receive no salary or compensation for their services as members of the Board of Ethics.*
- B. *The Board of Ethics shall render advisory opinions to the officers and employees of the Town of Sodus with respect to Article 18 of the General Municipal Law and this code. Such advisory opinions must be rendered pursuant to the written request of any such officer or employee under such rules and regulations as the Board of Ethics may prescribe. The Board of Ethics shall have the advice of legal counsel employed by the Board, or, if none, the municipality's legal counsel. In addition, the Board of Ethics may make recommendations with respect to the drafting and adoption of a code of ethics, or amendments thereto, upon the request of the Town Board.*

§ 16-19. Posting and distribution.

- A. *The Town Clerk must promptly cause a copy of this code, and a copy of any amendment to this code, to be posted publicly and conspicuously in each building*

under the municipality's control. The code must be posted within ten days following the date on which the code takes effect. An amendment to the code must be posted within ten days following the date on which the amendment takes effect.

- B. The Town Supervisor must promptly cause a copy of this code, including any amendments to the code, to be distributed to every person who is or becomes an officer and employee of the Town of Sodus.*
- C. Every municipal officer or employee who receives a copy of this code or an amendment to the code, must acknowledge such receipt in writing. Such acknowledgments must be filed with the Town Clerk who must maintain such acknowledgments as a public record.*
- D. The failure to post this code or an amendment to the code does not affect either the applicability or enforceability of the code or the amendment. The failure of a municipal officer or employee to receive a copy of this Code of Ethics or an amendment to the code, or to acknowledge receipt thereof in writing, does not affect either the applicability or enforceability of the code or amendment to the code.*

§ 16-20. Enforcement.

Any municipal officer or employee who violates this code may be censured, fined, suspended or removed from office or employment in the manner provided by law.

§ 16-21. When effective.

This code takes effect immediately.

Chapter 38, Animals.

- A. In § 38-4, the definition of "service dog" is amended to change "Subdivision 22 of Section 292 of the New York Executive Law" to be "Subdivision 21 of § 292 of the New York Executive Law."*
- B. Section 38-6E is amended as indicated: "...provided that such owner produces to the Town Clerk proof the dog is licensed and identified and pays a fee established by the Town Board of not less than \$15 for each impoundment, ~~provided that for impoundments occurring within one year of the first impoundment, the owner shall pay not less than \$20 for the first 24 hours or part thereof and \$3 for each additional 24 hours or part thereof for the second impoundment occurring within one year of the first impoundment, and not less than \$30 for the first 24 hours or part thereof and \$3 for each additional 24 hours or part thereof for the third and subsequent impoundments occurring within one year of the first impoundment.~~"*

Chapter 49, Buildings, Numbering of.

- A. Section 49-3 is amended as indicated: "...house numbers shall be Arabic in design, shall have a minimum height of two inches numerals or alphabet letters, minimum of four inches high, with a minimum stroke width of 0.5 inches, and of contrasting color in compliance with the New York State Uniform Fire Prevention and Building Code, and Numbers shall be mounted in a secure fashion to the building's front wall..."
- B. Section 49-5 is amended to remove the specific fee and instead state that the amount is as set by the Town Board.

Chapter 53, Coastal Erosion Hazard Areas

Section 53-25A is amended as indicated: "Appeals must be filed with the ~~Town Clerk~~ Zoning Board of Appeals Secretary within 30 days of the date of the adverse decision."

Chapter 63, Erosion and Sediment Control; Stormwater Management

- A. In § 63-6, the definition of "land development activity" is amended to read as follows:
- Construction activity, including clearing, grading, excavating, soil disturbance or placement of fill, that results in land disturbance of equal to or greater than one acre (see Note), or activities disturbing less than one acre of total land area that is part of a larger common plan of development or sale, even though multiple separate and distinct land development activities may take place at different times on different schedules. [Note: Before commencing construction activity, the owner or operator of a construction project that will involve soil disturbance of one or more acres must obtain coverage under the State Pollutant Discharge Elimination System (SPDES) general permit for stormwater discharges from construction activity, informally known as the "Construction General Permit" (CGP).]*
- B. Section 63-8A(2) is amended as indicated: "...the Manuals are available on the ~~Internet at:~~ <http://www.dec.state.ny.us/website/dow/toolbox/esstandards/index.html> and <http://www.dec.state.ny.us/website/dow/toolbox/swmanual/> New York State Department of Environmental Conservation's website. The URL at the time of this publication was: [https://extapps.dec.ny.gov/fs/projects/24-25DraftCGPDesignManual/ Manual.SW.CGP.2024-07-31.Design_Manual_Issued_2024-07-31.pdf](https://extapps.dec.ny.gov/fs/projects/24-25DraftCGPDesignManual/Manual.SW.CGP.2024-07-31.Design_Manual_Issued_2024-07-31.pdf)"
- C. Original Article V, Erosion and Sediment Control Law Repeal or Amendment, is repealed.

Chapter 72, Games of Chance

Chapter 72 is amended in its entirety to read as follows:

§ 72-1. Authorization; license required.

It shall be lawful for any authorized organization, upon obtaining a license as provided in Article 9-A of the General Municipal Law, to conduct games of chance within the Town of Sodus, subject to the provisions of this chapter, Article 9-A of the General Municipal Law and the New York State Gaming Commission.

§ 72-2. Enforcement.

The Wayne County Sheriff shall exercise control over and supervision of all games of chance.

§ 72-3. Summary license applications.

Pursuant to General Municipal Law § 190, Subdivision 3, certain "repeat" authorized organizations may submit summary applications.

§ 72-4. When effective.

This amended chapter shall be effective 30 days following enactment.

Chapter 79, Licensed Occupations

Chapter 79 is amended in its entirety to read as follows:

§ 79-1. Purpose.

The purpose of this chapter shall be to preserve the public peace and good order in the Town of Sodus and to contribute to the peace, welfare and good order of its people by licensing certain trades or occupations and regulating the conduct of persons engaged in the same.

§ 79-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

PEDDLER — *Any person, whether a resident of the Town or not, who goes from house to house, from place to place, or from road to road, conveying or transporting goods, wares or merchandise or offering or exposing the same for sale, or making sales and delivering articles to purchasers at the time it is offered for sale.*

PERSON — *A material person or a corporation, and shall include the plural as well as the singular.*

PUBLIC PLACES — *All real property included with the boundaries or limits of any highway, street, road or lane, park or other open or improved area, used or frequented by the public generally, whether or not the fee of the same is owned by the Town of Sodus.*

SOLICITOR — *Any person who goes from place to place or house to house or who stands in any street or public place taking or offering to take orders for goods, wares or merchandise or for services to be performed in the future or for making, manufacturing or repairing any article or thing whatsoever for future delivery.*

TRANSIENT MERCHANT — *Any person, both as principal and agent, who engages in, does, or transacts any temporary and transient business in New York State, either in one locality, or in traveling from place to place in New York State, selling goods, wares, or merchandise; and who, for the purpose of carrying on such business, hire, lease, occupy, or use a building, structure, vacant lot, railroad car, trailer or similar type of land and/or vehicle for the exhibition and sale of such goods, wares, or merchandise. Such person*

intends to remain in business at any one location for a limited period of time but shall not exceed five calendar days.

§ 79-3. Occupations prohibited.

The pursuit or exercise without a license, as hereinafter provided, of any of the following trades or occupations within the Town of Sodus is prohibited:

- A. Auctioneering, except for the sale by or in behalf of the owner or tenant of residential real property within the limits of the Town of Sodus, or the executor, administrator or other personal representative of such owner or tenant, or household furniture, fixtures and equipment actually owned and used in and in connection with the enjoyment, use and occupation of such residential real property prior to such sale.*
- B. Acting and/or conducting business as a peddler, solicitor and/or transient merchant without first having a obtained and paid for a valid license for a peddler, solicitor and transient merchant approved by the Town Clerk.*
- C. Circuses or other exhibitions or performances; provided, however, that nothing herein contained shall be construed to prohibit exhibitions or performances produced and participated in by religious, charitable, benevolent or educational corporations, associations, societies, bodies or organizations and their members in the furtherance of their religious, charitable, benevolent or educational purposes where no private person or corporation receives gain from the proceeds of such exhibitions or performances over actual operating expenses.*

§ 79-4. License application; contents.

Any person desiring to procure a license as herein provided shall file with the Town Clerk a written application upon a form furnished by the Town Clerk and shall file at the same time satisfactory proof of good character. Such application shall contain the following:

- A. The name, address, mobile phone number of the applicant.*
- B. The social security number and date of birth of the applicant.*
- C. A copy of the applicant's valid state driver's license, state identification card, United States passport or other United States government-issued identification card, which identification must include a photo.*
- D. The name and address of the person, firm or corporation represented.*
- E. The kind of goods, wares and merchandise he desires to sell or the kind of service he desires to perform.*
- F. The method of distribution.*
- G. The length of time the applicant desires the license.*
- H. Proof that the applicant holds a New York Sales Tax identification number.*
- I. Such other information as may be required by the Town Clerk.*

- J. *If a vehicle is to be used, the number and kind of vehicle(s), as well as proof that the applicant holds a valid state driver's license, proof of a valid state motor vehicle registration for the vehicle to be used, and proof of insurance.*
- K. *If the application is for a license to handle food in any form, the applicant shall submit a valid permit issued by the New York State Department of Health as mandated by Part 14 of the Sanitary Code of New York State.*
- L. *An affidavit signed by the owner if a transient merchant is proposing to conduct operations on private property. The affidavit must be displayed prominently at the site during hours of operation by the transient merchant.*
- M. *If applicable, such application shall be accompanied by a certificate from the Sealer of Weights and Measures certifying that all weighing and measuring devices to be used by the applicant have been examined and approved.*

§ 79-5. Exemptions.

- A. *Exemptions. Exemptions from this chapter shall not be deemed to grant authorization for any actions done in a manner that would constitute a violation of any law or a nuisance.*
 - (1) *This chapter shall not apply to sales conducted pursuant to statute or by order of any court.*
 - (2) *This chapter shall not apply so as to interfere unlawfully with interstate commerce.*
 - (3) *This chapter shall not apply to any candidate for elective or party office or person acting on behalf of any such candidate or for a recognized political party, in obtaining signatures on petitions, distributing literature or otherwise promoting the candidacy of a candidate or seeking support of any position advocated by such candidate or party.*
 - (4) *This chapter shall not apply to any person issued a license by the County Clerk to hawk, peddle, vend and sell goods, wares or merchandise, or solicit as prescribed in § 32 of the General Business Law of the State of New York.*
 - (5) *This chapter does not apply to any person selling farm produce as prescribed in §81 of the General Municipal Law of the State of New York.*
 - (6) *This chapter shall not apply to any person who is conducting legitimate religious activities, provided that such activities are carried out in an orderly manner without annoyance or harassment to the persons solicited or in any way disturbing the peace or creating a public or private nuisance.*
 - (7) *This chapter does not apply to any person under the age of 10 years, operating a lemonade stand or similar activities at their legal residence.*
 - (8) *This chapter does not apply to any person selling his or her used household goods and clothing, which was not initially purchased for*

resale, at yard and lawn sales at his or her legal residence (e.g., yard sale by occupant).

- (9) This chapter does not apply to any person peddling or soliciting at the express invitation of the person solicited (e.g., Avon and the Pampered Chef).*
- (10) This chapter does not apply to any sales conducted by a wholesaler who is selling goods, wares or merchandise to a person who has an established place of business within the Town.*
- (11) This chapter does not apply to any sales conducted by merchants having an established place of business within the Town or their employees for soliciting orders from customers and delivering the same.*
- (12) This chapter does not apply to any sales conducted by a person under the age of 18 years in connection with local nonprofit organizations (e.g., Scouts of America and 4-H).*

- B. Nonprofit organizations and persons working for such organizations shall also be exempt. However, such organizations shall register annually with the Town Clerk in the event that they plan to engage in vending, hawking, peddling or soliciting and shall indicate the type of activities to be undertaken and the time when they will be performed; provided, however, that those who shall be exempt from the terms of this chapter shall nevertheless register with the Town Clerk before doing any of the acts regulated by this chapter and receive from the Town Clerk a license demonstrating registration.*

§ 79-6. Bonds; when required.

An application for a license for a peddler, solicitor and transient merchant who demands, accepts or receives payment or deposit of money in advance of final delivery shall also be accompanied by a cash deposit of \$10,000 or a surety company bond of \$10,000 or other bond secured by sufficient collateral in amounts required by the Town Board, said bond to be approved by the Town Attorney as to form and surety conditioned for making a final delivery of the goods, wares or merchandise ordered or services to be performed in accordance with the terms of such order or, failing therein, that the advance payment on such order be refunded. Any person aggrieved by the action of any licensee shall have right by action on the bond for the recovery of money or damages, or both. Such bond shall remain in full force and effect, and in case of a cash deposit, such deposit shall be retained by the Town for a period of 180 days after the expiration of any such license, unless sooner released by the Town Board.

§ 79-7. License.

Upon the filing of the application, bond and certificate, as provided in the preceding sections, the Town Clerk shall, upon approval of such application, issue to the applicant a license as provided herein, signed by the Town Clerk and setting forth the date of issuance and the effective date of said license which latter date shall be three days after the date of issuance counting the date of issuance as the first day.

- A. *Denial of license. License for a peddler, solicitor and transient merchant may be denied for any one of the following reasons:*
- (1) *The application does not conform to the requirements of this chapter.*
 - (2) *The application contains inaccurate information.*
 - (3) *The applicant is under the age of 18 years.*
 - (4) *The applicant has a criminal history record that warrants denial as recommended by a law enforcement agency.*
 - (5) *The business in which the applicant proposes to engage is unlawful.*
 - (6) *The applicant has had such license previously revoked in the Town or another municipality in the State of New York.*
- B. *Conditions. The Town Clerk, in consultation with the Town Board, may include in a license for a peddler, solicitor and transient merchant such terms and conditions as deemed necessary or appropriate to protect the safety and general welfare of the Town and its inhabitants as well as to further the purposes and intent of this chapter.*

§ 79-8. License not assignable.

A license shall not be assignable; any holder of such license who permits it to be used by any other person and any person who uses such license granted to any other person shall each be guilty of a violation of this chapter.

§ 79-9. Loss of license.

Whenever a license shall be lost or destroyed on the part of the holder or his agent or employee, a duplicate in lieu thereof, under the original application and bond, may be issued by the Town Clerk upon the filing with him by the licensee of an affidavit setting forth the circumstances of the loss and what, if any, search has been made for its recovery.

§ 79-10. Expiration.

Such licenses shall automatically expire on December 31 following the date of issuance of such license, but such licenses may specifically state and provide for an earlier expiration date.

§ 79-11. Restrictions.

Such license shall include the right to use only one vehicle in carrying on the business for which the person is licensed. No license shall be granted to a person under 18 years of age. No applicant to whom a license has been refused or who has a license which has been revoked shall make further application until a period of at least six months shall have elapsed since the last previous rejection or revocation, unless he can show that the

reason for such rejection no longer exists. Every licensee, while exercising his license, shall carry the license with him and shall exhibit the same upon demand.

§ 79-12. License fees.

The license fee shall be as provided by resolution adopted by the Town Board from time to time, and the license shall be issued to individuals only. If the licensee hires or employs or in any way uses other persons to work for him, such person shall also be licensed in accordance with the provisions of this chapter, with a separate license fee for such person as provided by resolution adopted by the Town Board.

§ 79-13. Revocation of license.

- A. *The Town Clerk may suspend or revoke any license issued under this chapter for any of the following reasons:*
- (1) *Fraud or misrepresentation in the application for the license.*
 - (2) *Fraud or misrepresentation in the course of conducting the business of vending.*
 - (3) *Conducting the business of vending contrary to the provisions of this chapter or the conditions of the license.*
 - (4) *Conducting the business of vending in such a manner as to create a danger to the public health, safety or welfare.*
 - (5) *Conviction of any crime involving moral turpitude while holding a vending license issued under this chapter.*
- B. *Upon suspension or revocation, the Town Clerk shall serve notice of such suspension or revocation and the reasons therefor, in writing, upon the person named in the application or by mailing the same to the address given in the application.*
- C. *Persons who are denied licenses or whose licenses have been suspended or revoked may appeal by filing written notice of appeal with the Town Board of the Town of Sodus.*

§ 79-14. Unlawful acts.

- A. *It shall be unlawful for any person to enter upon private property for the purpose of peddling or so soliciting before the hour of 9:00 a.m. of any day or after the hour of 7:00 p.m. of any day, except upon the invitation of the householder or occupant.*
- B. *It shall be unlawful for any peddler, solicitor or transient merchant to ring the bell or knock upon or enter any building whereon there is painted or otherwise affixed or displayed to public view any sign containing any or all of the following words: "no peddlers," "no solicitors," "no agents," or other wording, the purpose of which purports to prohibit peddling or soliciting on the premises.*

- C. *No peddler, solicitor or transient merchant shall falsely or fraudulently misrepresent the quantity, character or quality of any article offered for sale. No person shall by any trick or device or by any false representation obtain or attempt to obtain admission to the house or garage of any person or corporation in the Town.*
- D. *No peddler, solicitor or transient merchant will blow a horn, ring a bell or use any other noisy device to attract public attention to goods or services.*
- E. *It shall be unlawful to create or maintain any booth or stand or place any barrels, boxes, crates or other obstructions upon any street or public place for the purpose of selling or displaying for sale any goods, wares or merchandise.*
- F. *No peddler, solicitor or transient merchant shall falsely or fraudulently misrepresent that the Town or its agents or officers have endorsed such person or the goods, wares, merchandise or services.*

§ 79-15. Orders.

All orders taken by licensed solicitors who demand, accept or receive payment or deposit of money in advance of final delivery, shall be in writing, made in duplicate, stating the terms thereof and the amount paid in advance, and one copy shall be given to the purchaser at the time the deposit is paid to the solicitor.

§ 79-16. Records.

It shall be the duty of the Town Clerk to keep a record of all applications and of all licenses granted under the provisions of this chapter, giving the number and date of each license, fee paid and the date of revocation of all licenses revoked.

§ 79-17. Complaints.

The Code Enforcement Officer shall review and investigate complaints that allege violations of this chapter. The Code Enforcement Officer shall not review and/or investigate any complaint pertaining to a violation of law that is enforced by another law enforcement agency, though the Code Enforcement Officer may refer complaints to other law enforcement agencies with jurisdiction. Complaints must be in writing and must contain the name, contact information and signature of the complainant. The Code Enforcement Officer may perform an inspection of the alleged violation, interview witnesses as appropriate, and document the results.

§ 79-18. Notice of violation.

- A. *The notice of violation must:*
 - (1) *Be in writing.*
 - (2) *Include a description of the person sufficient for identification.*
 - (3) *Include a statement of the violation(s) and describe why the notice is being issued.*

- (4) *Include a correction order allowing a reasonable time to take the necessary actions to comply with this chapter.*
 - (5) *Inform the person of the right to appeal to the Town Board.*
 - (6) *Include a statement of any applicable penalties in accordance with this chapter.*
- B. *Method of service. A notice of violation shall be deemed to be properly served if a copy thereof is:*
- (1) *Delivered to the person personally; or*
 - (2) *Sent by certified mail addressed to the person at the last-known address with the return receipt requested; or*
 - (3) *If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.*

§ 79-19. Penalties for offenses.

- A. *Civil penalty. Any person who undertakes any action regulated by this chapter, or who violates, disobeys or disregards any provision of this chapter, shall be liable to the Town for civil penalty not to exceed \$250 per day for every such violation. Each offense shall be a separate and distinct offense, and in the case of a continuing offense, each day's continuance thereof shall be deemed a separate and distinct offense. The civil penalties provided by this subsection shall be recoverable in an action instituted in the name of the Town.*
- B. *Criminal penalty. Any violation of any part of this chapter shall constitute a "violation" as defined in the Penal Law of New York State, and shall be punishable by a fine not to exceed \$250, or 15 days' imprisonment, or both such fine and/or imprisonment. Each offense shall be a separate and distinct offense, and in the case of a continuing offense, each day's continuance thereof shall be deemed a separate and distinct offense. The criminal penalties provided by this subsection shall be recoverable in an action instituted in the name of this Town.*
- C. *In addition to the foregoing, the Town Clerk, Town Board or the court may also suspend or revoke any license of any person convicted of violating any provisions of this chapter.*

Chapter 83, Manufactured Home Parks

Section 83-40 is amended to change "\$250" to "\$1,000" and to change "six months" to "one year."

Chapter 87, Noise

Section 87-6 is amended to change "\$100" to "\$1,000" and to change "15 days" to "one year."

Chapter 89, Notification of Defects

- A. Section 89-4 is amended as indicated: "The Town Superintendent of Highways shall transmit in writing to the Town Clerk, within ~~five~~10 days of the receipt thereof, all written notices..."
- B. Section 89-5 is amended as indicated: "...who provided the notice to the Town. All such written notices shall be indexed according to the location of the alleged defective, unsafe, dangerous or obstructed condition, or the location of accumulated snow or ice. The record of each notice shall be preserved for a period of five years after the date it is received."

Chapter 90, Nuisances

- A. Section 90-3B(1)(b) is amended to read as follows:

Article 222 of the Penal Law: Cannabis.

- B. Section 90-3B(2)(i) is amended as indicated: "~~Title 9, Subtitle S, Chapter I Title 19, Subchapter A,~~ of the New York Code, Rules..."

Chapter 91, Parks

- A. Section 91-3F is amended to remove the specific fee amount and instead state that it is as set by resolution of the Town Board.
- B. Section 91-7 is amended as indicated: "...punishable by a fine not exceeding ~~\$200~~ \$250, or by imprisonment for not more than 15 days, or both."

Chapter 95, Property Maintenance

Section 95-5 is amended as indicated: "...punishable by a fine not to exceed ~~\$200~~ \$250, or by imprisonment for not more than 15 days, or both. In the case of continuing..."

Chapter 98, Septic Systems

In § 98-4B, the definition of "Town Building Law" is amended to read as follows:

Town of Sodus Building Law, enacted as Local Law No. 3-2023, as amended, Chapter 46, Building Construction and Fire Prevention, of this Code.

Chapter 100, Sewers

Section 100-34 is amended as indicated "...fine of not ~~less than \$50 nor more than \$100 more than \$250~~ or ~~to imprisonment of not less than one day nor more than six months for not more than 15 days~~, or both..."

Chapter 101, Short-Term Rental Property

- A. Sections 101-1C, 101-2, 101-3, 101-5 and 101-8 are amended to change "special permit" and "special use permit" to "operating permit."
- B. Section 101-3 is further amended to revise the first two sentences to read as follows: "Every new short-term rental is subject to permitting by the Code Enforcement Officer before commencing operation. An application for a short-term rental shall be completed on the form provided by the Code Enforcement Clerk and submitted to the Code Enforcement Office."

- C. Section 101-7A is amended to change the permit term from two years to one year.
- D. Section 101-7D is amended to delete "and special permit fee."

Chapter 102, Solar Energy Systems

- A. Sections 102-6, 102-7 and 102-8 are amended to change "Chapter 178" to "Chapter 109."
- B. In § 102-9, the introductory paragraph is amended to change "§ 135-20" to "§ 135-52."

Chapter 103, Solid Waste

Section 103-13A is amended to read as follows:

Any person violating any of the provisions of this chapter shall be guilty of a misdemeanor and, upon conviction thereof, shall be punishable by a fine not exceeding \$1,000 for each offense, or by imprisonment for one year, or by both such fine and imprisonment.

Chapter 109, Subdivision of Land

- A. A new § 109-6.1 is added to read as follows:

All subdivisions are subject to the procedures required by the New York State Environmental Quality Review Act (SEQRA), Article 8 of the New York State Environmental Conservation Law. The applicant may be required to submit information necessary for compliance with SEQRA in addition to information required under this chapter.

- B. Section 109-8A(1) is amended to change "office of the Town Clerk" to "Code Enforcement Office."
- C. Section 109-8A(5) is amended to change "Town Clerk" to "Code Enforcement Clerk."
- D. Section 109-8D is amended to read as follows:

The Planning Board shall approve, with or without modification, or disapprove preliminary plats in accordance with the procedures of Town Law § 275, Subdivision 5. The grounds for a modification, if any, or the grounds for disapproval shall be stated upon the records of the Planning Board. When so approving a preliminary plat, the Planning Board shall state in writing any modifications it deems necessary for submission of the plat in final form. Within six months of the approval of the preliminary plat, the owner must submit the plat in final form. If the final plat is not submitted within six months, approval of the preliminary plat may be revoked by the Planning Board.

- E. In § 109-9:

- (1) Subsection B is amended to change "30 days" to "62 days."
- (2) Subsection D is amended to change "45 days" to "62 days."
- (3) Subsection G is amended to change "90 days" to "62 days."

- F. Section 109-16A is amended as indicated: "...and legibly drawn on ~~transparent linen tracing cloth~~ Mylar or its equivalent with black waterproof ink..."

Chapter 111, Swimming Pools

- A. Section 111-4 is amended as indicated: “All pools shall be constructed and maintained in accordance with the relevant provisions of the New York Uniform Fire Prevention and Building Code. Pool walls and floors shall be...”
- B. Section 111-6 is amended to read as follows:
All swimming pools must be enclosed in conformance with the requirements of the New York State Uniform Fire Prevention and Building Code.
- C. Section 111-11 is amended as indicated: “...by a fine not exceeding ~~\$50~~ \$250, or imprisonment for 15 days, or both such fine and imprisonment. Each one week's...”

Chapter 114, Taxation**Article III, Veterans Exemption**

Sections 114-7 and 114-8 are amended to change “State Board of Equalization and Assessment” to “Commissioner of Taxation and Finance.”

Chapter 128, Water**Article II, Water Service**

- A. Section 128-15B is amended as indicated: “...shall willfully waste water, either through leakage...”
- B. A new § 128-16 is added to read as follows:
Any person convicted of a violation of this article shall be subject to a fine of not more than \$250, or to imprisonment for not more than 15 days, or both.

Chapter 131, Wind Energy**Article I, Power-Generating Windmills (On-Site-Use Systems)**

- A. Section 131-4 is amended to change “100K” to “100 kW.”
- B. Section 131-17A is amended to read as follows:
Any violation of this article or any order, requirement decision or determination issued by the Code Enforcement Officer, his/her agent or designee pursuant to this article is hereby declared to be an offense punishable by a fine of not more than \$250, or imprisonment for not more than 15 days, or both such fine and imprisonment.

Article II, Commercial-Use Wind Energy Systems

- A. Section 131-28A and C are amended to change "Town Clerk" to "Code Enforcement Clerk."
- B. Section 131-37A is amended as indicated: “...to be an ~~offense~~ misdemeanor, punishable by a fine not exceeding ~~\$500~~ \$1,000 or by imprisonment for not more than ~~six months~~ one year, or by both...”

Chapter 135, Zoning

- A. In 135-2B, the definition of “junk” is amended to read as follows:

See "nuisance, hazard and litter" in Chapter 95, Property Maintenance.

- B. Section 135-21G is amended to change "Town Clerk and the Building Inspector" to "Code Enforcement Office."
- C. Section 135-25G(1) is amended to change "Town Clerk" to "Code Enforcement Office."
- D. Section 135-28F is amended as indicated: "The applicant shall be required to furnish a performance bond in an amount determined by the ~~Building Inspector~~ Town Board to be sufficient to guarantee completion of the finished grading and drainage plan."
- E. Section 135-28H is amended to change "Town Clerk" to "Code Enforcement Clerk."
- F. Section 135-52D is amended to read as follows:

The Secretary of the Board of Appeals shall transmit any application for a variance of the provisions of this chapter relating to the use of buildings or structures, or both, to the Planning Board prior to the date of the public hearing before the Zoning Board of Appeals. The Planning Board shall review the application and submit its recommendation to the Board of Appeals before the date of the hearing. If the Planning Board fails to submit a report within this period, the application shall proceed to the Zoning Board of Appeals for final determination without comment from the Planning Board.

- G. In Attachment 1 of this chapter, Town of Sodus Density Control Schedule, Note #1 to the table is amended as indicated: "...preexisting undersized lots in every district except W-R, each side..."

Angelica Conklin

46 Maple Ave

Sodus, NY 14551

315-576-7316

February 25, 2026

Lori Diver

Town of Sodus

14-16 Mill St

Sodus, NY 14551

Subject: Resignation from Position as Digital Clerk

Dear Lori,

Please accept this letter as formal notice of my resignation from my position as Digital Clerk with the Town of Sodus, effective immediately.

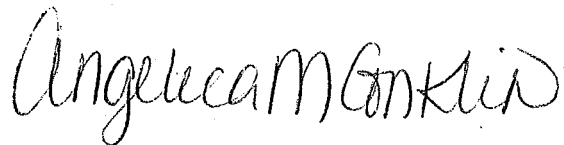
This decision was not made lightly. As someone who was born and raised in this town and is now raising my own family here, the Town of Sodus is not just my workplace — it is my home. I care deeply about this community and have been truly honored to serve in this role.

At this time, however, I need to explore other opportunities. While stepping away is difficult, I remain passionate about the Town and everything it represents. I sincerely hope that if circumstances change in the future, there may be an opportunity to once again serve the Town in a professional capacity.

I will ensure that any materials or outstanding items in my possession are returned promptly. Please let me know if there is anything further needed from me at this time.

Thank you for the opportunity to serve this community.

Sincerely,

A handwritten signature in black ink that reads "Angelica M Conklin". The signature is written in a cursive, flowing style.

Angelica Conklin

