



**COMMUNICATIONS FROM CITY OFFICIALS**

**III.1**

**Treasurer**

**December 19, 2003**

**Honorable Mayor and Common Council  
216 Payne Avenue, City Hall  
North Tonawanda, NY 14120**

**Dear Honorable Mayor and Common Council:**

**The following Commercial Banks hold checking, savings and/or Money Market accounts with the City of North Tonawanda at the present time:**

<b>M &amp; T Bank</b>	<b>Checking/Savings/Money Market/Cash Management</b>
<b>HSBC</b>	<b>Checking/Savings/Money Market</b>
<b>Key Bank</b>	<b>Checking/Savings/Money Market</b>
<b>Citibank</b>	<b>Checking/Money Market</b>
<b>Fleet Bank</b>	<b>Investments</b>
<b>J. P. Morgan</b>	<b>Investments/Cash Management</b>
<b>Class, Municipal Investors</b>	<b>Money Market/Cash Management</b>

**Please designate the aforementioned banks as depositories for the City of North Tonawanda, New York for the year 2004.**

**In the best interest of the City, with the current market situation, please grant me the authority to make any necessary modifications to the above referenced bank designations.**

**Thank you for your cooperation.**

**Very truly yours,  
Leslie J. Stolzenfels  
City Treasurer**

**MOVED by Alderman Rizzo**

**SECONDED by Alderman Hempel**

**That the Common Council hereby designates the following banks as depositories for the following funds or account groups for fiscal year 2003, subject to review and recommendation of the City Auditors:**

**Manufacturers and Traders Trust Company, North Tonawanda Office:**

**General Fund  
Water Fund  
Chemlink (transfer account only)  
Economic Development Loan Fund  
Golf Course Account - Charges  
Housing Re-Habilitation Loan Fund  
Rental Assistance/Bishop Gibbons HUD  
Trust & Agency Fund**

**HSBC:**

**Action Grant Fund  
City Clerk  
HOME Re-Habilitation  
Municipal Payroll Fund  
Trust & Agency - Gift Account**

**Key Bank, North Tonawanda Office:**

**Capital Construction Fund  
Gratwick Park Remediation  
Municipal Clearing Account**

**Citibank, North Tonawanda Office:**

**Community Development Fund**

**Fleet Bank, North Tonawanda Office:**

**Belmont - Rental Assistance (transfer account only)**

**J. P. Morgan/Chase Manhattan Bank, Buffalo Office:**

**Investments**

**CLASS, Municipal Investors Service, Corporation:**

**General Fund/Insurance Reserve - Cash Management**

**Ayes: Soos, Rizzo, Hempel, Sommer, Schwandt (5)**

**Nays: None (0)**

**CARRIED.**

**III.2**

**Treasurer**

**December 19, 2003**

**Honorable Mayor and Common Council  
216 Payne Avenue, City Hall  
North Tonawanda, NY 14120**

**Dear Honorable Mayor and Common Council:**

**Please pass the necessary resolution for the year 2004, authorizing the City Treasurer to invest City of North Tonawanda monies in either Treasury Bills, Money Market Savings Accounts, Commercial Market Rate Investments or Certificates of Deposit, Municipal Investments, whichever promises to produce the highest interest yield.**

**On file in my office is a copy of the City of North Tonawanda Cash Management and Investment Policies and Procedures, which are to be followed by the City Treasurer, when said investments are made.**

**Thank you for your cooperation.**

**Very truly yours,  
Leslie J. Stolzenfels  
City Treasurer**

**MOVED by Alderman Schwandt**

**SECONDED by Alderman Soos**

**That the Common Council hereby authorizes the City Treasurer to invest City of North Tonawanda monies in either Treasury Bills, Money Market Savings Accounts, Commercial Market Rate Investments or Certificates of Deposit, Municipal Investments, whichever promises to produce the highest interest yield, and further the Common Council adopts the City of North Tonawanda Cash Management and Investment Policies and Procedures as submitted by the City Treasurer.**

**Ayes: Soos, Rizzo, Hempel, Sommer, Schwandt (5)**

**Nays: None (0)**

**CARRIED.**

**01/02/04**

**III.3  
Treasurer**

**December 19, 2003**

**Honorable Mayor and Common Council  
216 Payne Avenue, City Hall  
North Tonawanda, NY 14120**

**Dear Honorable Mayor and Common Council:**

**Various funds will be in need of monies to meet payroll and voucher payments throughout the year 2004.**

**Please authorize the City Treasurer to make temporary loans whenever necessary from the General Fund until revenues are received and these loans are repaid.**

**Thank you for your cooperation.**

**Very truly yours,  
Leslie J. Stolzenfels  
City Treasurer**

**MOVED by Alderman Rizzo**

**SECONDED by Alderman Schwandt**

**That the Common Council hereby authorizes the City Treasurer to make temporary loans whenever necessary from the General Fund until revenues are received and these loans are repaid.**

**Ayes: Soos, Rizzo, Hempel, Sommer, Schwandt**

**(5)**

**Nays: None**

**(0)**

**CARRIED.**

**III.4  
Treasurer**

**December 19, 2003**

**Honorable Mayor and Common Council  
216 Payne Avenue, City Hall  
North Tonawanda, NY 14120**

**Dear Honorable Mayor and Common Council:**

**As of this date, I have counted the petty cash and receipts for all authorized Departments and found them to be correct. The City Clerk counted the petty cash and receipts from the Treasurer's office and found them also to be correct.**

**Please authorize each Department to submit petty cash slips and vouchers to the Accountant for payment.**

**Also, please authorize each Department to continue using the following petty cash accounts:**

<b>Building Inspector</b>	<b>\$ 100.00</b>
<b>City Clerk</b>	<b>\$ 100.00</b>
<b>Engineering</b>	<b>\$ 100.00</b>
<b>Fire Department</b>	<b>\$ 500.00</b>
<b>Golf Course</b>	<b>\$ 750.00</b>
<b>Police Department</b>	<b>\$ 1,000.00</b>

Public Works	\$ 500.00
Recreation	\$ 600.00
Treasurer	\$ 3,000.00
Water Department	\$ 500.00
WWTP	\$ 500.00

Thank you for your cooperation.

Very truly yours,  
Leslie J. Stolzenfels  
City Treasurer

MOVED by Alderman Rizzo                      SECONDED by Alderman Schwandt  
That the Common Council hereby authorizes the following petty cash accounts for 2004:

Building Inspector	\$ 100.00
City Clerk	\$ 100.00
Engineering	\$ 100.00
Fire Department	\$ 500.00
Golf Course	\$ 750.00
Police Department	\$ 1,000.00
Public Works	\$ 500.00
Recreation	\$ 600.00
Treasurer	\$ 3,000.00
Water Department	\$ 500.00
WWTP	\$ 500.00

Ayes: Soos, Rizzo, Hempel, Sommer, Schwandt (5)  
Nays: None (0)

CARRIED.

## COMMUNICATIONS FROM OTHERS

A.  
Tonawanda News

December 27, 2002

Mr. Thomas Jaccarino  
City Clerk  
North Tonawanda City Hall  
216 Payne Avenue  
North Tonawanda, New York 14120

Dear Honorable Council Members and Mayor Burgio:

This letter is to ask that you continue to designate the Tonawanda News as the official newspaper of North Tonawanda. We have been a strong voice of this community since 1880, providing residents with the most complete source of local news.

Thank you for your consideration.

Very truly yours,  
David Sokolowski  
Managing Editor  
Tonawanda News

MOVED by Alderman Rizzo                      SECONDED by Alderman Schwandt  
That the Common Council hereby designates the Tonawanda NEWS as the official newspaper of the City of North Tonawanda for 2004.  
Ayes: Soos, Rizzo, Hempel, Sommer, Schwandt (5)

Nays: None  
CARRIED.

(0)

**ADJOURNMENT**

**MOVED by Alderman Schwandt                      SECONDED by Alderman Hempel**  
**That this reorganizational session of the Common Council be and hereby is adjourned.**  
**CARRIED.**

**Time of adjournment 10:15 a.m.**

**Respectfully submitted,**

**Thomas M. Jaccarino**  
**City Clerk**