

**TO: Honorable Mayor & Common Council  
President Rizzo  
Aldermen Zadzilka, Needler, Clark, Braun**

**FROM: Scott P. Kiedrowski, City Clerk-Treasurer**

**RE: Agenda for regular session TUESDAY, JANUARY 7, 2014, 6:30PM**

**AUDIENCE PARTICIPATION – Agenda items only, not to exceed 90 minutes with each speaker limited to a five-minute maximum.**

**COMMUNICATIONS FROM CITY OFFICIALS**

- I.1 Mayor - Re: Various appointments to the North Tonawanda Waterfront Commission.
- I.2 Mayor - Re: Reappointment of Paul Lehman to the Environmental Committee.
- I.3 Mayor - Re: Reappointment of William Petty to the Plumbing Board.
- I.4 Mayor - Re: Various appointments to the Traffic Safety Committee.
- I.5 Mayor - Re: Reappointment of Kenneth Braun to the Zoning Board of Appeals.
- I.6 Mayor - Re: Appointment of Tom Konopka to the Board of Assessment Review.
- I.7 Mayor - Re: Appointment of Karl Heilemann and reappointment of Joseph Mineo to the Planning Commission.
- II. Attorney - Re: Appointment of Katherine Alexander to the Position of Assistant City Attorney.

VII. Accountant - Re: Payment of the Abstract of Claims dated January 7, 2014.

XIV. Recreation - Re: Provisional appointment of William H. Parkhill to the Position of Park Maintenance Superintendent.

XVII. Traffic Safety - Re: Traffic Safety Minutes.

XXVI. Vacation & Sick Leave Reports

.1 Treasurer

XXXII.  
Community Development - Re: Permission to submit a Grant Application to the New York State Office of Community Renewal for Community Development Block Grant funds of \$400,000.

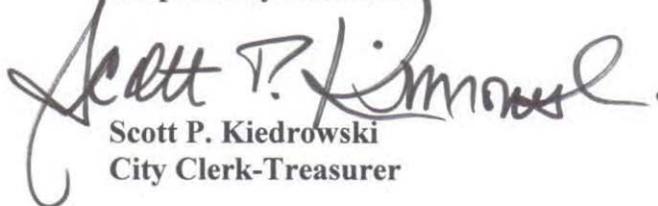
### COMMUNICATIONS FROM OTHERS

A.  
Rescue Fire Company #5 - Re: Statement of Volunteer Fireman:

Robert Cherkover

B.  
Sob W. Haick - Re: Appointment as a Commissioner of Deeds for the City of North Tonawanda.

Respectfully submitted

  
Scott P. Kiedrowski  
City Clerk-Treasurer

I.1

Office of the Mayor

JAN - 7 2014

ROBERT G. ORTT

December 20, 2013

North Tonawanda Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, New York 14120

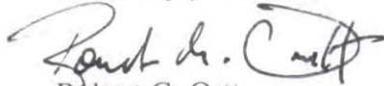
RE: Appointment to North Tonawanda Waterfront Commission

Dear Honorable Body:

Please be advised that I am appointing Steven Spyra, 679 Oliver Street, North Tonawanda, NY 14120, and re-appointing, Steve Pawlik, 1100 Thomas Fox Dr. E., North Tonawanda, NY 14120, North Tonawanda, NY 14120, Kevin O'Connor, 1064 Remington Drive, North Tonawanda, NY 14120, Larry Kuebler, 897 Thomas Fox W., North Tonawanda, NY 14120, and Edward Smolinski, 1097 Sweeney Street, North Tonawanda, NY 14120 to the Waterfront Commission for a two (2) year term effective January 1, 2014 and expiring on December 31, 2015.

Thank you for your attention to this matter.

Faithfully yours,



Robert G. Ort  
Mayor

NORTH TONAWANDA NY  
2014 JAN - 2 PM 4: 01  
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CITY CLERK'S OFFICE

T.2

Office of the Mayor

JAN - 7 2014

ROBERT G. ORTT

December 20, 2013

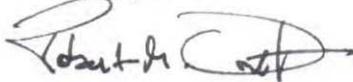
North Tonawanda Common council  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120

Re: Environmental Committee

Dear Honorable Body:

Please be advised that I am re-appointing Paul Lehman, 966 Remington Drive, North Tonawanda, NY 14120, to the Environmental Committee, effective January 1<sup>st</sup> 2014, for a term of (2) two years, expiring December 31<sup>st</sup>, 2015.

Faithfully yours,



Robert G. Ortt

Mayor

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CITY CLERK'S OFFICE  
2014 JAN - 2 PM 4:01  
NORTH TONAWANDA NY

I.3

*Office of the Mayor*

JAN - 7 2014

ROBERT G. ORTT

December 20, 2013

North Tonawanda Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120

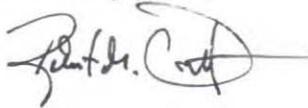
Re: Appointment to North Tonawanda Plumbing Board

Dear Honorable Body:

Please be advised that in accordance with 40-a General City Examining Boards of Plumbers in Cities, I will be re- appointing William Petty, 1395 Master Street, North Tonawanda, NY 14120, to the Plumbing Board, effective January 1<sup>st</sup>, 2014 for a term of (2) two years, expiring December 31<sup>st</sup>, 2015.

Thank you for your attention to this matter.

Faithfully yours,



Robert G. Ort  
Mayor

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NORTH TONAWANDA NY

*Office of the Mayor*

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JAN - 7 2014

ROBERT G. ORTT

December 20, 2013

North Tonawanda Common Council  
City Hall, 216 Payne Ave.  
North Tonawanda, NY 14120

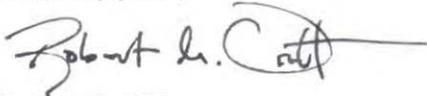
RE: Appointment to Traffic Safety

Dear Honorable Body:

Please be advised that I am re-appointing Edward Smolinski, 1097 Sweeney Street, North Tonawanda, NY 14120, Mark Anastasi, 1148 Ruie Road, North Tonawanda, NY 14120, Art Vater, 57 Ransom Street, North Tonawanda, NY 14120, Robert Frank, 316 Brentwood Drive, North Tonawanda, NY 14120, Mark Lemke, 320 Oakdale Drive, North Tonawanda, NY 14120, and Joseph Sikora, 522 Homestead Drive, North Tonawanda, NY 14120, to the Traffic Safety committee, effective January 1, 2014, for a term of (2) two years, expiring December 31<sup>st</sup>, 2015.

Thank you for your attention to this matter.

Faithfully yours,



Robert G. Ortt  
Mayor

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NORTH TONAWANDA N.Y.

CITY OF NORTH TONAWANDA

*Office of the Mayor*

ROBERT G. ORTT

*I-5*  
JAN - 7 2014

December 23, 2013

North Tonawanda Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120

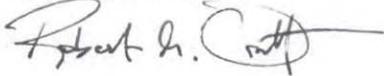
RE: Appointment to North Tonawanda Zoning Board of Appeals

Dear Honorable Body:

Please be advised that I am re-appointing Ken Braun, 175 Lincoln Avenue, North Tonawanda, NY 14120, to the Zoning Board of Appeals effective January 1<sup>st</sup> 2014, for a term of (5) five years expiring December 31<sup>st</sup>, 2017.

Thank you for your attention to this matter.

Faithfully yours,



Robert G. Ortt  
Mayor

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2014 JAN - 2 PM 4: 01  
NORTH TONAWANDA N.Y.

*T.6*  
JAN - 7 2014

# Office of the Mayor

ROBERT G. ORTT

December 23, 2013

North Tonawanda Common council  
City Hall, 216 Payne Avenue  
North Tonawanda, New York 14120

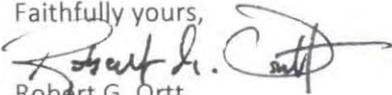
RE: Board of Assessment Review Committee

Dear Honorable Body:

Please be advised that I am appointing Tom Konopka, 1261 Bowen Court, North Tonawanda, NY 14120, to the Board of Assessment Review Committee, effective January 1<sup>st</sup> 2014, for a term of (5) five years expiring December 31st, 2018.

Thank you for your attention to this matter.

Faithfully yours,

  
Robert G. Ortt  
Mayor

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2014 JAN - 2 PM 4: 01  
NORTH TONAWANDA N.Y.

*17*

*Office of the Mayor*

JAN - 7 2014

ROBERT G. ORTT

December 23, 2013

North Tonawanda Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120

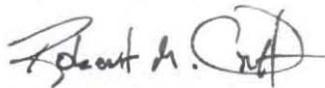
RE: Appointment to North Tonawanda Planning Commission

Dear Honorable Body:

Please be advised that I am appointing Karl Heilemann, 1181 Master Street, North Tonawanda, NY 14120 to the Planning Commission, effective January 1<sup>st</sup> 2014, and expiring December 31<sup>st</sup>, 2017. He will be filling out the term of Nathan Marton. I will also be re-appointing Joe Mineo, 842 Thomas Fox Drive, North Tonawanda, NY 14120 to the Planning Commission, effective January 1<sup>st</sup>, 2014 for a term of (7) seven years expiring December 31<sup>st</sup>, 2020.

Thank you for your attention to this matter.

Faithfully yours,



Robert G. Ort  
Mayor

RECEIVED  
CITY CLERK'S OFFICE  
2014 JAN - 2 PM 4: 01  
NORTH TONAWANDA NY

# City of North Tonawanda

OFFICE OF THE CITY ATTORNEY  
CITY HALL  
216 PAYNE AVENUE  
NORTH TONAWANDA, N.Y. 14120-5489

SHAWN P. NICKERSON  
CITY ATTORNEY

ROBERT SONDEL  
ASSISTANT CITY ATTORNEY

11

JAN - 7 2014  
TELEPHONE  
(716) 695-8590  
FAX (716) 695-8592

December 31, 2013

Hon. Mayor and Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, New York 14120

RE: Filling the Assistant City Attorney Position

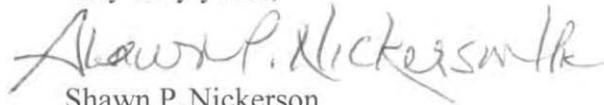
Dear Honorable Body:

Please be advised that, as a result of our search for a candidate to fill the assistant city attorney position vacated due to retirement of Robert Sondel, Esq., this office has offered the position to Katherine Alexander, at a salary of \$42,000. She has accepted our offer. You will note that the salary offered will result in a \$10,012 budgetary saving to the City of North Tonawanda in 2014.

We received 38 applications, and 12 of those were interviewed over the past several weeks. While all of the candidates were impressive, we believe that Ms. Alexander's qualifications offer the best fit for the position.

Should your Honorable Body need more information, please do not hesitate to contact me.

Very truly yours,



Shawn P. Nickerson  
City Attorney

SPN/lk

NORTH TONAWANDA N.Y.

2013 DEC 31 AM 10:48

CITY CLERK'S OFFICE  
RECEIVED



# City of North Tonawanda

DEPARTMENT OF ACCOUNTING  
CITY HALL  
216 PAYNE AVENUE  
NORTH TONAWANDA, NEW YORK 14120-5477

VII

JAN - 7 2014

MARK W. DOTTERWEICH  
CITY ACCOUNTANT

AMANDA L. REIMER  
STAFF ACCOUNTANT

TELEPHONE  
(716) 695-8545

FAX  
(716) 695-8573

January 2, 2014

Honorable Robert G. Ortt, Mayor

& Common Council

City Hall – 216 Payne Avenue

North Tonawanda, New York 14120

Dear Honorable Body:

In accordance with Article V, Division 1, Section 5.002 and 5.003 of the City Charter, an Abstract Sheet, comprised of a Warrant of Claims, has been submitted by this office for your review and approval.

Accordingly, please authorize for payment the current Warrant of Claims for Common Council audit, dated **January 7, 2014**, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Very truly yours,

Mark W. Dotterweich

City Accountant

MWD

CITY OF NORTH TONAWANDA  
500 Wheatfield Street  
North Tonawanda, New York 14120

XIV

JAN - 7 2014

DEPARTMENT OF YOUTH, RECREATION, AND PARKS  
716-695-8520 FAX: 716-695-8533 Seniors: 716-695-8582

Patricia A. Brosius  
*Director of Youth, Recreation, & Parks*

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December 17, 2013

The Honorable Mayor Robert Ortt and Common Council Members  
City Hall, 216 Payne Ave.  
North Tonawanda, New York 14120

Re: Park Maintenance Superintendent Appointment

Dear Honorable Mayor Ortt and Common Council Members,

Please be advised that I am appointing William H. Parkhill, of 3171 Ridge Road, Ransomville, New York to the provisional appointment of Park Maintenance Superintendent, effective Thursday, January 2, 2014.

Mr. Parkhill has undergone a review of his credentials and a positive analysis of his work experience. Mr. Parkhill possesses excellent motivation, character and management skills required by the position and I feel confident that he will act in the best interests of the Department of Youth, Recreation and Parks as well as the residents and taxpayers of North Tonawanda. His application has been approved by the Niagara County Civil Service Commission.

Mr. Parkhill will be placed at Step 1 of Group XV of the CSEA salary schedule, per the most recent Collective Bargaining Agreement. The Park Maintenance Superintendent position has been funded in the 2014 budget and is a competitive position that will require the successful completion of the exam which will be offered in the near future by the Niagara County Civil Service Commission.

Your attention to this matter is appreciated. Should you have any questions regarding this letter, please do not hesitate to contact my office.

Respectfully submitted,



Patricia A. Brosius  
Director of Youth, Recreation & Parks

XVII.

December 17, 2013

JAN - 7 2014

Scott Kiedrowski  
City Clerk-Treasurer  
216 Payne Avenue  
North Tonawanda, NY 14120

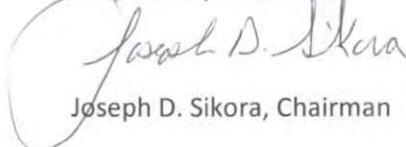
Traffic Safety Minutes:

The December meeting of the North Tonawanda Traffic Safety Committee was called to order at 1900 hours. Roll call showed the following members present: J. Sikora, R. Frank, E. Smolinski, and A. DiBernardo. The minutes from the previous meeting were read and accepted. The following new items were discussed and recommendations made.

1. A letter from Kevin and Susan O'Conner, 1064 Remington Dr. requesting changes to the traffic signal located at the intersection of Meadow Dr. and Nash Rd. was read and discussed. This is the second request we have received with concerns on the Meadow Drive extension. The Committee will discuss the requests, find out the plans for signal devices, and speak with City Engineer D. Marshall before making recommendations on this topic.
2. Angelo Borgese, NYS DOT, will be contacted on adjusting the timing of the signal at the intersection of River Rd. and Main St.

Meeting adjourned at 1945 hours. Have a Merry Christmas and Happy New Year.

Respectfully Submitted,



Joseph D. Sikora, Chairman

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CITY CLERK'S OFFICE  
2013 DEC 19 PM 12: 22  
NORTH TONAWANDA, N.Y.

Treasurer's Office  
Sick, Vacation, Personal & Birthday Schedule

XXVI.  
JAN - 7 2014

January 1, 2013 thru December 31, 2013

**Sick Days**

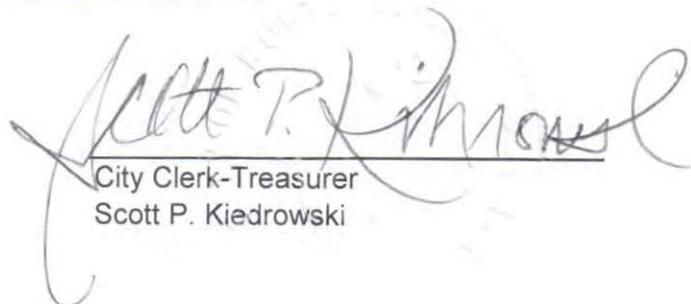
Employee	Forward	2013	Sub Total	Used	Bank	Balance
Denise Proefrock	80	12	92	1	0	91
Louise Mather	266	12	278	0	0	278
Lori Swartz	52	12	64	0	0	64
Denise Abramo	14	12	26	2	0	24

**Vacation Days**

Employee	Forward	2013	Sub Total	Used	Forfeit	Balance
Denise Proefrock	3	25	28	22	0	6
Louise Mather	79	25	104	17	0	87
Lori Swartz	0	15	15	14		1
Denise Abramo	3	11	14	14	0	0

**Personal & Birthdays**

Employee	Annual	Used	Forfeit	Balance
Denise Proefrock	5	5	0	0
Louise Mather	5	5	0	0
Lori Swartz	5	5	0	0
Denise Abramo	5	5	0	0

  
 City Clerk-Treasurer  
 Scott P. Kiedrowski



# City of North Tonawanda

Department of Community Development  
500 Wheatfield Street  
North Tonawanda, New York 14120  
716-695-8580  
716-614-0519 (fax)

XXXII  
JAN - 7 2014

December 30, 2013

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

Dear Common Council and Mayor:

Our Office is recommending that the City authorize the submittal of a grant application to the New York State Office of Community Renewal (OCR) for Community Development Block Grant (CDBG) funds of \$400,000. If the grant application is approved the funds would be used to provide home rehabilitation grants for up to fifteen low-to-moderate income property owners for repairs to their homes.

The Common Council previously authorized the Director of Community Development to advertise and hold two (2) public hearings on Monday, December 9, 2013 and Monday, December 16, 2013 regarding the proposed grant application for a Housing Rehabilitation Program in the amount of \$400,000 to the New York State Office of Community Renewal (OCR) for the federal Community Development Block Grant Program. The public hearing summaries are attached.

The grant application is due January 17, 2014 and the following resolution is being submitted for your consideration and action.

That the Common Council hereby authorizes Robert G. Ortt, as Mayor of the City of North Tonawanda NY, to file an application for grant funds from the New York State Office of Community Renewal in an amount not to exceed \$400,000 of Community Development Block Grant funds for a Housing Rehabilitation Program, and upon the approval of said application to enter into and execute a project agreement with the New York State Office of Community Renewal.

Please contact me with any questions you may have. Thank you for your consideration.

Best regards,

Richard Tindell  
Community Development Director

RECEIVED  
CITY CLERK'S OFFICE  
2013 DEC 31 AM 9:22  
NORTH TONAWANDA N.Y.

## ***CDBG Housing Rehabilitation Grant Application Public Hearing Minutes***

December 9, 2013; 5:00pm; 500 Wheatfield Street, North Tonawanda, NY

Present: Michael Zimmerman, North Tonawanda Planning and Development Coordinator

Public Attendance: Ruth SanFilippo of 1<sup>st</sup> Avenue, Sonia Dusza of Miller Street.

1. Mr. Zimmerman opened the public hearing at 5:00pm. He read aloud the published public hearing notice.
2. Mr. Zimmerman outlined the Community Development Block Grant Program, the New York Office of Community Renewal Housing grant application process, and the proposed North Tonawanda Housing Rehabilitation Program. The meeting was then opened to comments and questions.
3. Public generally agreed with the proposed target area, expressing concern for the poor housing conditions in the Oliver Street adjacent neighborhoods.
4. Public expressed concern for the quality of North Tonawanda Code Enforcement, citing incidents of perceived poor or inconsistent code enforcement. Public expressed the desire that stronger code enforcement procedures be included in any housing rehabilitation efforts.
5. Public expressed general concern for the conditions of the Oliver Street area including transient rental housing, absentee landlord cases, and declining business activity.
6. Mr. Zimmerman closed the meeting at 5:45pm.

Minutes prepared by Michael Zimmerman

## ***CDBG Housing Rehabilitation Grant Application Public Hearing Minutes***

December 16, 2013; 5:00pm; 500 Wheatfield Street, North Tonawanda, NY

Present: Richard Tindell, North Tonawanda Community Development Director

1. Mr. Tindell opened the public hearing at 5:00pm. He read aloud the published public hearing notice.
2. Mr. Tindell closed the public hearing at 5:30pm.

Minutes prepared by R. Tindell

CFO-A

JAN - 7 2014

**STATEMENT OF VOLUNTEER FIREMAN**

TO THE COMMON COUNCIL:

I have been elected a member of the Rescue Co. #5  
and as such apply to have my name placed on the City Fire Roll.

Name in Full Robert Cherkauer Age 35  
 Street and Number 370 Old Falls Blvd #1 Date elected 10-2013  
 How long have you resided in the City of North Tonawanda 35 years  
 Are you a citizen of the U.S.A.? Yes Are you married or single Single  
 Where were you born? Kenilworth Date of birth 09-06-1978  
 If foreign born, give place of naturalization \_\_\_\_\_ Date \_\_\_\_\_  
 Where is your present occupation or business? Unemployed  
 Have you ever served in any other fire company in this City? No  
 If so, state which company and for how long \_\_\_\_\_  
 Date when you left this company \_\_\_\_\_  
 Were you ever convicted of a crime? No  
 State of New York \_\_\_\_\_ Signature [Signature] Secretary \_\_\_\_\_  
 County of Niagara ss. \_\_\_\_\_  
 City of North Tonawanda \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, before me personally appeared \_\_\_\_\_  
to me known to be the same person described in and who  
executed the foregoing application who having been before me, stated that to the best of his knowledge and  
belief the several statement in the foregoing application contained, whether in writing or in print, are true.

Signature of Officer [Signature]  
Official Title ASSISTANT Chief

CFO-B

**HAICK BUSINESS SERVICES, INC.**

716 NIAGARA FALLS BOULEVARD

NORTH TONAWANDA, NY 14120

PHONE 695-9542

FAX 695-9182

JAN - 7 2014

SOB W. HAICK, SENIOR ACCOUNTANT

CHRISTOPHER W. HAICK, C.P.A.

January 3, 2014

City Clerk  
City of North Tonawanda  
216 Payne Avenue  
North Tonawanda, NY 14120

Re: Reappointment of Commissioner of Deeds

Dear City Clerk,

As per our telephone conversation in January 2014 with your office, I am requesting that the North Tonawanda City Council reappoint Sob W. Haick as Commissioner of Deeds in North Tonawanda, NY.

My appointment for this term expires March 3, 2014.

Thank you for your kind considerations.

Sincerely Yours.



Sob W Haick  
Senior Accountant

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CITY CLERK'S OFFICE  
2014 JAN - 3 AM 10:24  
NORTH TONAWANDA NY