

**TO: Honorable Mayor & Common Council  
President Rizzo  
Aldermen Zadzilka, Braun, Schwandt, Pecoraro**

**FROM: Daniel R. Quinn, City Clerk-Treasurer**

**RE: Agenda for regular session TUESDAY, MARCH 1, 2016 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**

<b>II.1 Attorney</b>	<b>-</b>	<b>Re: Amendment to North Tonawanda City Code Section 69 – PLUMBING – “Annual Registration; Surety Bond; Liability Insurance”</b>
<b>II.2 Attorney</b>	<b>-</b>	<b>Re: Food Truck Code Changes</b>
<b>V.1 Supt. Water/Wastewater</b>	<b>-</b>	<b>Re: Promotional appointment of James Duquette to Chief Water Treatment Plant Operator.</b>
<b>V.2 Supt. Water/Wastewater</b>	<b>-</b>	<b>Re: Promotional appointment of Todd Myers to Wastewater Treatment Plant Instrument Technician.</b>
<b>VII.1 Accountant</b>	<b>-</b>	<b>Re: Payment of the Abstract of Claims Dated March 1, 2016.</b>
<b>VII.2 Accountant</b>	<b>-</b>	<b>Re: Budget Amendment –Adding a Laborer position in Water Distribution and a Clerical position in Public Works.</b>
<b>IX.1 Supt. Public Works</b>	<b>-</b>	<b>Re: Shared Services Agreement with NYS D.O.T.</b>
<b>IX.2 Supt. Public Works</b>	<b>-</b>	<b>Re: Reinstatement of an Assistant Water Maintenance Supervisor and one (1) Senior Water Maintenance Worker.</b>

## COMMUNICATIONS FROM OTHERS

- A.  
Gratwick Hose Co., Inc. - Re: Removal of Elizabeth Fritz from the Fire Rolls.
- B.  
Haick Business Services, Inc. - Re: Re-appointment of Sob W. Haick as a Commissioner of Deeds for the City of North Tonawanda.
- C.  
Boy Scouts of America - Re: Permission to hold the North Tonawanda Scouting Air Show Sunday July 10, 2016 at Gratwick Park.
- D.  
Todd Myers - Re: Request a leave of absence from the position as Water/Wastewater Mechanic to accept the position of Wastewater Treatment Plant Instrument Technician.
- E.  
Bender & Paul/ Attorneys at Law - Re: Obtaining an easement from City Owned property adjacent to 1194 Oliver Street.

Respectfully submitted,



Daniel R. Quinn  
City Clerk-Treasurer

# City of North Tonawanda

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

III  
MAR 07 2016

KATHERINE D. ALEXANDER  
CITY ATTORNEY

LUKE A. BROWN  
ASSISTANT CITY ATTORNEY

TELEPHONE  
(716) 695-8590  
FAX (716) 695-8592

February 25, 2016

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

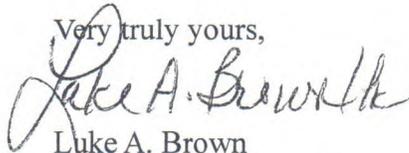
RE: Proposed Amendment to North Tonawanda City Code  
Section 69 – PLUMBING – “Annual Registration; Surety Bond;  
Liability Insurance”

Dear Honorable Body:

Attached, for your consideration, is a proposed amendment to the North Tonawanda City Code, Section 69-1 (B) - PLUMBING. The changes/additions are indicated in bold type.

If your Honorable Body concurs, please pass a resolution to amend the North Tonawanda City Code, Section 69-1 (B) - PLUMBING – “Annual Registration; Surety Bond; Liability Insurance”, subject to any further review by the City Attorney. Should you have any questions, please do not hesitate to contact me.

Very truly yours,



Luke A. Brown  
Assistant City Attorney

LAB/lk

Att.

RECEIVED  
CITY CLERK'S OFFICE  
2016 FEB 25 PM 1:28  
NORTH TONAWANDA N.Y.

Sec. 69-1. Annual registration; surety bond; liability insurance.

(B). No registration shall become effective until and unless the following conditions are met:

**(1) Effective March 1, 2016, a surety bond is no longer required.**

(2) Liability Insurance

(a) The plumber shall file written evidence that there is in force and effect a liability insurance policy issued by an insurance company authorized to do business in the State of New York to secure and hold the City and its officers harmless against any and all claims, judgments or other costs arising by reason of the issuance of permits to the plumber for which the City, the City Council or any City officer may be made liable by reason of any action or injury to persons or property through the fault of the plumber or for any other injury resulting from the negligence of the plumber. Such insurance shall cover collapse, explosive hazards and underground work by equipment on the street and shall include protection against liability arising from completed operations. The amounts of the liability shall be in the amount of **at least \$1,000,000 liability for injuries to one person and \$2,000,000 liability for injuries sustained in each accident** and also against legal liability for property damage in the amount of not less than **\$100,000**, and such policy shall also state that it shall remain in full force without change until the expiration thereof, and it shall not be terminated or canceled for any reason or cause except after 10 days written notice of such proposed termination or cancellation has been duly served upon the City. Such insurance shall also contain a hold-harmless clause or endorsement to provide that the permittee shall save and hold harmless the City of North Tonawanda from any and all damages and liability by reason of bodily injury or property damage arising either directly or indirectly from the work to be performed by the permittee, irrespective of the cause of such injury or damage.

# City of North Tonawanda

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

MAR 07 2016

TELEPHONE  
(716) 695-8590  
FAX (716) 695-8592

KATHERINE D. ALEXANDER  
CITY ATTORNEY

LUKE A. BROWN  
ASSISTANT CITY ATTORNEY

February 25, 2016

Hon. Mayor and Common Council  
216 Payne Avenue  
North Tonawanda, NY 14120

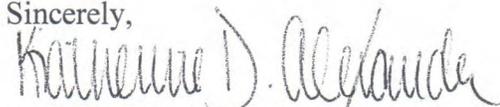
*Re: Food Truck Code Changes*

Dear Honorable Body:

Last year the City passed a change to Chapter 65 of the City Code to add in regulations surrounding food trucks. The code at the time was created based upon the small number of local municipalities that had previously passed legislation to regulate food trucks. After a full season has passed, pursuant to the recommendations of the City Clerk's Office, as well as a number of organizations that would have liked to use food trucks at local events, or use them pursuant to the code, it would be my recommendation to adjust certain parts of the food truck code to allow for a smoother process for licensing as well as the ability for groups to use food trucks for their fundraisers and/or events, such as the school district.

The changes to the code as attached would allow for one license to be issued to all food trucks, to eliminate confusion. These updates would make the City on equal field with the City of Tonawanda, who often participates with the City in events that include food trucks. Should you have any questions, please do not hesitate to contact me.

Sincerely,



Katherine D. Alexander, Esq.  
City Attorney

NORTH TONAWANDA, N.Y.

2016 FEB 25 PM 2:11

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CITY CLERK'S OFFICE

## Chapter 65. Peddlers, Canvassers, Solicitors and Mobile Food Vending

### §65-7.1. Licenses for mobile food vendors

- E. It shall be unlawful for any mobile food vehicle vendor to operate within 500 feet of the boundary line of any fair, carnival circus, festival, special event or civil event that is license d or sanctioned by the City, except when the vendor has obtained permission from the organizer of said special event. ~~a special events permit from the organizer of said special event.~~

Eliminate subdivisions (E)(1)-(3)

### §65-8. Fees for licenses

- B. Fees: mobile food vendor.

(1) Yearly license:

- (a) All vendors shall pay an application fee of \$100 per year for each food truck.
- (b) For each employee of the food truck who shall be working within the City, the vendor must pay \$15 per employee for a background check.

Eliminate (1)(c) as well as Special Events Permits Subdivision (2)



**CITY OF NORTH TONAWANDA WATER WORKS**

830 RIVER ROAD  
NORTH TONAWANDA, NEW YORK 14120  
PHONE: (716) 695 - 8560  
FAX: (716) 695 - 8563

V. 1  
MAR 07 2016

**William M. Davignon**  
*Superintendent*

February 18, 2016

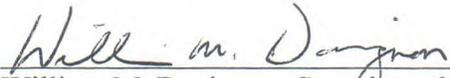
**Honorable Mayor and Common Council,**

The CSEA Union recently posted for the promotional position of *Chief Water Treatment Plant Operator*. Only one qualified person applied. Therefore, I would like to appoint **James Duquette** of 212 Falconer St, North Tonawanda, NY 14120 to the position of Chief Water Treatment Plant Operator effective March 2, 2016. He has the mandatory NY State Dept. of Health Class 1A Public Water System Operator Certification for this position.

The current Niagara County Civil Service exam list for this position has been deemed invalid due to only 1 person being on it. The Civil Service Department has informed me that they anticipate the next exam for this position will be given sometime within the next 12 months. Therefore, Mr. Duquette will be appointed "Permanent Provisional" pending the results of the exam and certification of the Civil Service list.

Thank you for your time and consideration of my request. Please contact me if you need any further information or have any questions regarding this matter.

Sincerely yours,

  
\_\_\_\_\_  
William M. Davignon, Superintendent

NORTH TONAWANDA N.Y.  
2016 FEB 18 PM 2:28  
RECEIVED  
CITY CLERK'S OFFICE

V.2

MAR 07 2016

**CITY OF NORTH TONAWANDA WATER WORKS**  
830 RIVER ROAD  
NORTH TONAWANDA, NEW YORK 14120  
PHONE: (716) 695 - 8560  
FAX: (716) 695 - 8563



**William M. Davignon**  
*Superintendent*

February 25, 2016

**Honorable Mayor and Common Council,**

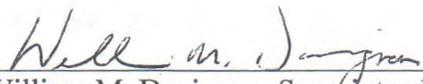
The CSEA Union recently posted for the position of Wastewater Treatment Plant Instrument Technician. Therefore, I would like to appoint **Todd M. Myers** of 195 Jackson Ave., North Tonawanda, NY 14120 to the position of Water Treatment Plant Instrument Technician **effective March 4, 2016** on the 7am - 3pm shift.

Todd is replacing Tim Reed who is retiring on 3/3/16. He is being chosen from the current certified Niagara County Civil Service exam list for this position.

Since Todd is already a permanent City Employee, there is no need for pre-employment screening. I am recommending an 8 week probationary period to coincide with his 8 week training period at which time he will be evaluated by the Maintenance Supervisor and myself to see he if he is qualified to become the permanent Wastewater Treatment Plant Instrument Technician.

Thank you for your time and consideration of my request. Please contact me if you need any further information or have any questions regarding this matter.

Sincerely yours,

  
\_\_\_\_\_  
William M. Davignon, Superintendent

RECEIVED  
CITY CLERK'S OFFICE  
2016 FEB 25 AM 10:51  
NORTH TONAWANDA N.Y.



# City of North Tonawanda

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

VII.1

MAR 01 2016

MARK W. DOTTERWEICH  
CITY ACCOUNTANT

AMANDA L. REIMER  
STAFF ACCOUNTANT

TELEPHONE  
(716) 695-8545

FAX  
(716) 695-8573

February 23, 2016

Honorable Arthur G. Pappas, 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 **March 1, 2016**, 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

RECEIVED  
CITY CLERK'S OFFICE  
2016 FEB 23 PM 3:16  
NORTH TONAWANDA, N.Y.



# City of North Tonawanda

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

VII:2

MAR 07 2016

MARK W. DOTTERWEICH  
CITY ACCOUNTANT  
markdot@northtonawanda.org

TELEPHONE  
(716) 695-8545

FAX  
(716) 695-8573

AMANDA L. REIMER  
STAFF ACCOUNTANT  
amandarei@northtonawanda.org

February 23, 2016

Honorable Arthur G. Pappas, Mayor  
and Common Council  
City Hall  
North Tonawanda, NY 14120

Dear Honorable Body:

In accordance with Section 2.2 of the Budgetary Transfer Policy, please authorize the City Accountant to make the following budget amendment of fiscal year 2016 revenues and appropriations, based on the requests of Department Heads:

<u>Control Number</u>	<u>Dollar Amount</u>	<u>Amend Revenue Account</u>	<u>Amend Appropriation Account</u>
1	\$32,600.00	2-912 Unappropriated Fund Balance	2-8340.100 Water Distribution Personnel
2	\$31,240.00	1-1990.410 Contingent Account	1-1490.100 Public Works Admin Personnel

**Explanation:** To amend the 2016 Budget for the purpose of adding a Laborer position in the Water Distribution Department and a clerical position in the Public Works Department.

Very truly yours,

Mark W. Dotterweich  
City Accountant

MWD

RECEIVED  
CITY CLERK'S OFFICE  
2016 FEB 23 PM 3:16  
NORTH TONAWANDA, N.Y.

MEMO

CITY OF NORTH TONAWANDA, NEW YORK  
DEPARTMENT OF PUBLIC WORKS



TO — Mayor Art Pappas

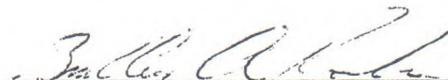
DATE — February 4, 2016

FROM — Brad Rowles  
Superintendent of Public Works

RE: — Increase Personal Service Budget

Currently the Department of Public Works has a total of four vacancies. The 2015 budget funded all four positions. The 2016 budget only funded two of those four positions. The Department needs the funds put back into the 2016 budget to maintain the high level of service that the City residents expect and deserve. One unfunded position that needs to be filled is at Water Distribution and the other is at Public Works.

Please let me know if you have any questions regarding this matter.

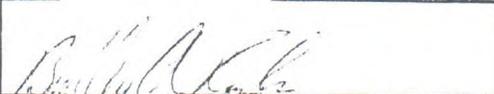
  
\_\_\_\_\_  
Bradley A. Rowles  
Superintendent Public Works

BAR/slc  
cc: Common Council  
cc: Clerk/Treasurer  
cc: Attorney  
cc: Journal

## Budget Amendment Request Form

Department: Public Works

Date: 2/17/2016

Dollar Amount	Accounts and Documentation			
\$32,600.	Increase(Decrease) Account <u>2-8340. 100</u> Account Number	Account Description <u>Personnel</u> Account Description	Increase(Decrease) Account <u>2-912 (unappropriated)</u> Account Number	Account Description <u>Fund Balance</u> Account Description
<b>Explanation:</b> To amend 2016 Budget to add One (1) Water Distribution Laborer				
***COMMON COUNCIL ACTION IS NECESSARY***			 Department Head Signature	<u>2/17/2016</u> Date

### Budget Amendment Policy

2.31 - All Budget Amendments require authorization by the Common Council

2.32 - Budget amendments can be initiated by the Department Head by completing a Budget Amendment Form and submitting to the Accounting Department for review when:

- a) The change will result in an overall increase or decrease to appropriations and either estimated revenues/fund balance.

### For Accounting Department Use Only

Control #	Department of Accounting Audit	Common Council Meeting Date
1	PW	3/1/16

## Budget Amendment Request Form

Department: Public Works

Date: 2/17/2016

Dollar Amount	Accounts and Documentation			
\$31,240.	Increase(Decrease) Account <u>1-1490100</u> <u>Personnel</u> <small>Account Number      Account Description</small>	Increase(Decrease) Account <u>01.1770410 Contingent Account</u> <small>Account Number      Account Description</small>		
<b>Explanation:</b> To amend 2016 Budget to add One (1) Account Clerk Typist				
<hr/> <hr/> <hr/>				
***COMMON COUNCIL ACTION IS NECESSARY***		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; text-align: center;">                       Department Head Signature                 </td> <td style="width: 20%; text-align: center;">                     2/17/2016                      Date                 </td> </tr> </table>	 Department Head Signature	2/17/2016 Date
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### Budget Amendment Policy

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### For Accounting Department Use Only

Control #	Department of Accounting Audit	Common Council Meeting Date
1	PW	3/1/16



IX  
MAR 01 2016

MEMO

CITY OF NORTH TONAWANDA, NEW YORK  
DEPARTMENT OF PUBLIC WORKS

TO — Daniel Quinn City Clerk-Treasurer

DATE — February 12, 2016

FROM — Brad Rowles  
Superintendent of Public Works

RE: — Shared Services Agreement with NYS D.O.T

The Shared Services Agreement with NYS D.O.T. would provide the possibility of the State assisting the City with additional equipment and help during a major event in the City. I would need Council approval to sign the agreement. Please let me know if you have any questions regarding this matter.

Bradley A. Rowles  
Superintendent Public Works

BAR/slc  
W/Attachment  
cc: City Attorney

RECEIVED  
CITY CLERK'S OFFICE  
2016 FEB 12 AM 10:23  
NORTH TONAWANDA, N.Y.



Department of  
Transportation

ANDREW M. CUOMO  
Governor

MATTHEW J. DRISCOLL  
Commissioner

DARRELL F. KAMINSKI, P.E.  
Regional Director

February 3, 2016

Honorable Art Pappas, Mayor  
City of North Tonawanda  
City Hall  
216 Payne Avenue  
North Tonawanda, NY 14120



**Re: Shared Service Agreement for Emergency Assistance**

Dear Mayor Pappas:

I am writing to make you aware of an effective mechanism, a Shared Services Agreement (SSA), that allows New York State Department of Transportation (NYSDOT) to provide emergency assistance to municipalities in the absence of a Governor's Emergency Declaration and/or suspension of Highway Law §55. If state resources are available, having a SSA in place will allow NYSDOT to offer needed assistance.

For services or materials that are valued at less than \$10,000.00, NYS comptroller rules allow NYSDOT to "trade" services utilizing a simple one page agreement, a SSA. Having such an agreement in place facilitates the ability to provide support more quickly when an emergency arises. With an agreement in place, we are prepared to share assistance for the one-year term during which it would apply. For your reference, I have enclosed a sample SSA. As you will note, it includes a description of services which can be generic and broadly-based with regard to services, materials and equipment that may be needed in the absence of a Declaration of a State Disaster.

Our goal is to have an open SSA with every municipality in our Region in place, so that in the time of an emergency, we can immediately address the needs of our communities without the worry of waiting for paperwork to be processed. We can offer additional outreach to the officials of your municipalities, should this be necessary, to explain the benefits of such an agreement.

I can have a member of our Operations team contact your office to further discuss the benefits of this arrangement. In the meantime, should you have any questions regarding this letter, please feel free to contact me at (716) 847-3291.

Sincerely,

For Charles J. Morgante Jr., P.E.  
Regional Director of Operations- Region 5

CJM/paf  
Enclosure (as described)

IV.2

MAR 01 2016

**Department of Public Works**  
**CITY OF NORTH TONAWANDA, NEW YORK**

758 ERIE AVENUE  
NORTH TONAWANDA, N. Y. 14120

PHONE: 695-8585  
FAX: 695-8587

February 24, 2016

Honorable Mayor Pappas &  
Common Council  
216 Payne Avenue  
North Tonawanda, NY 14120

Dear Mayor & Common Council:

Attached is a letter from our Water Distribution Department requesting reinstatement of an Assistant Water Maintenance Supervisor and one (1) Senior Water Maintenance Worker. I would recommend that these positions be reinstated. Our Water Distribution Department, headed by Ronald Butticci, has done a tremendous job with the personnel he currently has, however they have often had to work extended hours, due to lack of relief workers, especially in the emergency situations that have occurred.

I concur with their request and ask that you consider these additions.

Sincerely,



Bradley A. Rowles  
Superintendent of Public Works

BAR/kmg

w/attachment

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CITY CLERK'S OFFICE  
2016 FEB 24 PM 2:23  
NORTH TONAWANDA, N.Y.

**Department of Public Works**  
**CITY OF NORTH TONAWANDA, NEW YORK**

758 ERIE AVENUE  
NORTH TONAWANDA, N. Y. 14120

PHONE: 695-8585  
FAX: 695-8587

February 23, 2016

Honorable Mayor Pappas &  
Common Council  
216 Payne Avenue  
North Tonawanda, NY 14120

Dear Mayor & Common Council:

It has come to our attention that in 2011 the Water Distribution Department had a Supervisor, an Assistant Supervisor, and two (2) Senior Water Maintenance Workers.

Through attrition since 2011, the Department has been downsized and the above positions have not been restored.

We are requesting that you restore these positions that were previously held within this department; this includes but is not limited to:

- 1) Group 12 – Assistant Water Maintenance Supervisor
- 2) H5 – One (1) additional Senior Water Maintenance Worker, totaling two (2) senior men

Upon approval of our request, the following is a time frame of current staff eligibility who could receive these positions:

- 1) Assistant Supervisor – Joe Liberto, pending Civil Service requirements. Eligible 2016
- 2) Senior Water Maintenance Worker – Mike Adams, eligible March 10, 2017 and John Shay – eligible January 24, 2018; both pending Civil Service requirements.

The staff at the Water Distribution Department would like to thank you for your time and consideration of our proposal.

Sincerely,

Ronald Butticci, Supervisor



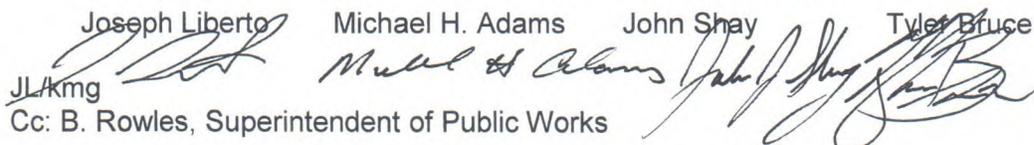
Joseph Liberto

Michael H. Adams

John Shay

Tyler Bruce

JL/kmg



Cc: B. Rowles, Superintendent of Public Works

# Gratwick Hose Company, Inc.

CITY OF NORTH TONAWANDA FIRE DEPARTMENT  
110 WARD ROAD • NORTH TONAWANDA, NEW YORK 14120  
716-692-9675

CFO-A  
MAR 9 1 2016



February 10, 2016

Honorable Mayor and  
Common Council:

Please remove the name of Elizabeth Fritz from the Fire Rolls.

Thank you.

A handwritten signature in black ink, appearing to read "D. A. Rogge".

David A. Rogge

Membership Secretary

NORTH TONAWANDA N.Y.

2016 FEB 11 PM 3:08

CITY CLERK'S OFFICE  
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CFO-B.

MAR 01 2016

**HAICK BUSINESS SERVICES, INC.**

716 NIAGARA FALLS BOULEVARD

NORTH TONAWANDA, NY 14120

PHONE 695-9542

FAX 695-9182

SOB W. HAICK, SENIOR ACCOUNTANT

CHRISTOPHER W. HAICK, C.P.A.

February 18, 2016

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 2016 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, 2016.

Thank you for your kind considerations.

Sincerely Yours.



Sob W. Haick  
Senior Accountant

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CITY CLERK'S OFFICE  
2016 FEB 22 PM 2:43  
NORTH TONAWANDA NY



MAR 01 2016

**February 17, 2016**

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

**Attention:  
Honorable City Council  
Office of the Honorable Arthur G. Pappas - Mayor**

**Proposal**

The Boy Scouts of America, locally known as the Greater Niagara Frontier Council (GNFC-BSA) would like to propose a co-operative community venture with the City of North Tonawanda on Sunday July 10, 2016 to be held at Gratwick Park.

**Purpose of event**

Through active participation of the Boy Scouts of America at all program levels, we would like to present a community event promoting the local city parks and recreation resources available to the citizens of North Tonawanda, while showcasing the programs offered by the Boy Scouts of America. We plan to do this through hands on activities provided or arranged by the local scouting community. Activities organized and/or presented by the BSA would be provided free of charge for all age groups. Presentations would have a youth focus, promoting Scouting values. It would be an opportunity for the BSA to give back to the community for 105 years of their support.

**Promotion and advertising**

The name of the proposed event will be known as the NORTH TONAWANDA SCOUTING AIR SHOW which not only states the location of the event but also indicates the theme and subsequent activities offered as free public entertainment.

The event will be promoted with no (or little) anticipated expense to the BSA. We hope to secure local media support and exposure from sources including; Tonawanda News, Bee publications, Metro Source, Wheatfield Tribune, local radio stations, local Television, exposure at local schools in addition to the local scouting community. Any advertising efforts by the City of North Tonawanda through media sources and/or on the city calendar or related advertising vehicles would be appreciated.

Greater Niagara Frontier Council  
Boy Scouts of America  
2860 Genesee Street  
Buffalo, NY 14225  
[www.wnyscouting.org](http://www.wnyscouting.org)

NORTH TONAWANDA NY

2016 FEB 18 AM 11:19

Prepared. For The CITY CLERK'S OFFICE RECEIVED

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FEB 18 2016





### **Basic Event Agenda**

Event staff would consist of adult and youth volunteers from the local scouting community and subsequent supporters of the scouting program. Preparation for the event at Gratwick Park on River Road would begin at 8:00 am Sunday 7/10/2016 which would include vendors, clubs and related displays. The event would officially begin at 1:00 and end at 4:00. The parking area for boat launch vehicles with trailers would be reserved for the boaters with permits issued by the City of North Tonawanda. Activity areas will temporarily but clearly marked during event. All displays will be temporary and most will be located along the park drive on the west side near boat launch area. Scouting's Leave No Trace principles will be actively enforced to preserve the beauty of Gratwick Park. A scouting display will be set up at the main entrance and the south entrance of the park promoting scouting at all levels. Displays will include but are not limited to flags, balloons, streamers, dining flies, signs or related items. All efforts will be made to keep vehicles parked in established parking areas. If these areas are full we will try to keep cars parked along the Gratwick Park roadway as close to the road as possible in an effort to preserve the grass. Vehicles transporting anyone with physical or developmental challenges will be a priority. Anyone vendor who provides food, refreshments or activities will clean up their area when done. The Boy Scouts will supervise the final clean up after the event.

### **Activities Proposed**

- Traditional Scouting opening
- Kite club(s) to demo and promote kiting as a hobby
- Remote control model air plane club(s) to demo and promote their hobby
- Scouts building and launching pop bottle rockets (interactive)
- Folding and flying paper airplanes
- Building and launching paper rockets
- Local rocket club to demo and promote rocketry as a hobby
- Frisbee demonstrations and lessons
- Possible participation from Mercy Flight
- Possible participation from the Niagara or Erie County Sheriff Air Unit
- Displays from the NT Police and Fire Departments would be an excellent addition
- Possible participation from the U.S. Coast Guard
- Possible participation from the U.S. Board Patrol
- The Girl Scouts will be invited to participate
- Local Scout Troops holding Hot Dog sale as a fundraiser
- Ice cream/refreshments or similar snacks with fees from local vendors
- Water, Ice Tea or Bug Juice (Kool-Aid) provided by BSA with local merchants support.

Greater Niagara Frontier Council  
Boy Scouts of America  
2860 Genesee Street  
Buffalo, NY 14225  
[www.wnyscouting.org](http://www.wnyscouting.org)

Prepared. For Life.™



**Todd Myers**  
195 Jackson Ave  
North Tonawanda, NY 14120

CFO - D

MAR 01 2016

Honorable Mayor Pappas & Common Council Members:

Upon your approval I will be accepting a promotion to the position of Instrumentation Tech starting March 4th, 2016. Therefore, I am requesting a leave of absence from my permanent position as Water/Wastewater Mechanic as of March 4th, 2016 until the time of my permanent appointment as Instrumentation Tech of the Water/Wastewater Treatment Plants.

Thank you for your time and consideration of my request.

Respectfully Yours,

 2-18-16  
Todd Myers

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2016 FEB 25 AM 11:12  
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CFD-E

MAR 01 2016

**Bender & Paul**  
*Attorneys at Law*  
6459 W. Quaker Street  
Orchard Park, New York 14127  
Tel: (716) 667-0061  
Fax: (716) 667-0064

Kim K. Paul

Debra K. Bender

February 15, 2016

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

RE: 1194 Oliver St., North Tonawanda, NY

Dear Common Council:

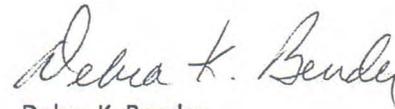
We represent Philip Pilc in his purchase of 1194 Oliver St., North Tonawanda, NY. A survey of the property shows that there are concrete steps and window wells that encroach onto the adjacent property. The adjacent property is Porter Avenue. Attached is a copy of the survey for your review.

Our client is financing this property through MB Financial as an FHA loan. The encroachments shown on the survey are not acceptable for FHA insurance. HUD may consider an exception and grant a waiver. However, a permanent/perpetual easement from the adjacent (affected) owner, i.e., the City of North Tonawanda, for the use of land encroached upon is required to be executed and recorded. Once the Easement is obtained, it will be submitted with the waiver request to HUD.

I prepared a proposed Easement which is enclosed for your review. Your consideration is greatly appreciated. As in all real estate transactions, we are under certain time constraints.

Please contact me if you have any questions or need other information. Thank you for your assistance.

Sincerely,



Debra K. Bender

NORTH TONAWANDA N.Y.

2016 FEB 25 PM 2:19

Cc: Katherine Alexander, City Attorney

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