

City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

March 1, 2018

The following meetings have been scheduled for TUESDAY, MARCH 6, 2018:

6:15PM Common Council - Re: Agenda Discussion

6:30PM Common Council Meeting in the Common Council Chambers.

Respectfully submitted,



**Daniel R. Quinn
City Clerk-Treasurer**

**TO: Honorable Mayor & Common Council
President Zadzilka
Aldermen Braun, Berube, Pecoraro, Tylec**

FROM: Daniel R. Quinn, City Clerk-Treasurer

RE: Agenda for regular session TUESDAY, MARCH 6, 2018 6:30PM

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

PROOF OF PUBLICATION PUBLISHED FEBRUARY 21, 2018

- 1) Legal Notice – Estoppel Notice for the 2018 Bond Resolution– City Clerk-Treasurer

COMMUNICATIONS FROM CITY OFFICIALS

- | | | |
|------------------------------|---|--|
| II. Attorney | - | Re: Proposed Amendment to North Tonawanda City Code Chapter 33- Dogs |
| III.1 Clerk-Treasurer | - | Re: Rezoning of 576 Walck Road |
| III.2 Clerk-Treasurer | - | Re: 2018- Standard Work Day and Reporting Resolution |
| III.3 Clerk-Treasurer | - | Re: Removal of (2) In-Rem properties for the Land Bank |
| IV.1 Engineer | - | Re: Approval of Project 2017-18: City Hall Skylight Replacement Final Project |
| IV.2 Engineer | - | Re: 2018 Pedestrian Safety Action Plan (PSAP) Grant Application |
| IV.3 Engineer | - | Re: Gateway Park Improvement Proposals |

VII.1 Accountant - Re: Payment of the Abstract of Claims Dated March 6, 2018

VII.2 Accountant - Re: Budgetary Transfer – For the Child Safety Program and Police Traffic Services for the Police Department

XXV. Monthly Reports

.1 Clerk-Treasurer .2 Police Department

COMMUNICATIONS FROM OTHERS

A.
Historic Preservation - Re: Permission to have a paid administrative assistant for their meetings.

B.
Marine Corps League - Re: Permission to wave the fee for the Raymond Klimek Veteran's Park Pavilion, August 11, 2018

Respectfully submitted,



Daniel R. Quinn
City Clerk-Treasurer

MAR 06 2018

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

Janet M. Slipko, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 220621 was printed and published in said paper on the following dates:

02/21/2018

Janet M. Slipko
Principal Clerk

Subscribed and sworn to before me this
2-22-18

Teresa L. McCarthy
Teresa L. McCarthy 02/26/2022

Notary Public Expiration Date

RECEIVED
CITY CLERK'S OFFICE

2018 FEB 26 AM 10:59
NORTH TONAWANDA NY

Teresa L. McCarthy
Notary Public, State of New York
No. 01MC4962698
Qualified in Niagara County
Commission Expires Feb. 26, *2022*

LEGAL NOTICE
CITY OF NORTH TONAWANDA
ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted by the Common Council of the City of North Tonawanda on February 20, 2018, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the City of North Tonawanda, Niagara County, New York is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Daniel R. Quinn
City Clerk/Treasurer
City of North Tonawanda

SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Common Council of the City of North Tonawanda on February 20, 2018.

1. The resolution is entitled "BOND RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NORTH TONAWANDA, NIAGARA COUNTY, NEW YORK (THE "CITY") AUTHORIZING THE ISSUANCE OF \$2,855,000 IN SERIAL BONDS OF THE CITY TO FINANCE VARIOUS PUBLIC IMPROVEMENTS".
2. The resolution authorized serial bonds of the City for the following respective objects or purposes, in the respective principal amounts, and with the respective periods of probable usefulness ("PPU"), as indicated below:

(1) the acquisition of landscaping and grounds maintenance equipment including ancillary and related apparatus for use at the Deerwood Golf Course by the City's Youth Recreation and Parks Department, in the principal amount of \$75,000; PPU of 15 years;

(2) improvements at the Deerwood Golf Course consisting of the renovation and improvement to sand bunkers, the reconstruction of cart paths, the installation of a computerized irrigation system, including any appurtenant and incidental costs and expenses to each of the foregoing, in the principal amount of \$325,000; PPU of 15 years;

(3) the acquisition of one replacement command vehicle for the City's Fire Department including related and appurtenant equipment, in the principal amount of \$45,000; PPU of 3 years;

(4) the acquisition of four (4) pick-up trucks for use by the City's Department of Public Works, in the principal amount of \$115,000; PPU of 15 years;

(5) the acquisition of one replacement vehicle for the City's Fire Department Chief; including related and appurtenant equipment, in the principal amount of \$35,000; PPU of 3 years

(6) the acquisition of two sanitation trucks for use by the City's Public Works Department; in the principal amount of \$350,000; PPU of 15 years;

(7) the acquisition of snow removal equipment, including a plow truck, wheel loaders with plow and salter inserts to be used by the City's Public Works Department for road maintenance and snow removal, in the principal amount of \$500,000; PPU of 15 years;

(8) the acquisition of a wheeled paving machine to be used by the City's Public Works Department, in the principal amount of \$490,000; PPU of 15 years;

(9) the acquisition of one pumper fire fighting vehicle, and related apparatus to be used in connection therewith, in the principal amount of \$200,000; PPU of 20 years;

(10) certain improvements to the Wastewater Treatment Plant located at 830 River Road consisting of acquisition, installation and replacement of bar screens with mechanical rake and conveyor and all appurtenant and related improvements, in the principal amount of \$600,000; PPU of 30 years; and

(11) certain improvements to the Wastewater Treatment Plant located at 830 River Road consisting of the acquisition, installation and replacement of a zero angle photo spectrometry analyzer and all appurtenant and related improvements, in the principal amount of \$120,000; PPU of 30 years.

3. Aggregate amount of Debt Obligations Authorized: up to \$2,855,000.

The resolution summarized herein shall be available for public inspection during normal business hours at the offices of the City Clerk-Treasurer, City of North Tonawanda, City Hall 216 Payne Avenue, North Tonawanda, New York 14120

Daniel R. Quinn
City Clerk-Treasurer
City of North Tonawanda

City of North Tonawanda

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


MAR 06 2018

LUKE A. BROWN
CITY ATTORNEY

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

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

February 15, 2018

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

RE: Proposed Amendment to North Tonawanda City Code
Chapter 33 – DOGS

Dear Honorable Body:

Below, for your consideration, is a proposed amendment to the North Tonawanda City Code, Section 33 – Dogs. The addition recommended is a result of ongoing issues arising at the North Tonawanda Farmers Market, and appears below in bold type.

“Chapter 33 – DOGS

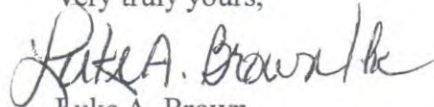
33.2. Prohibitions

It shall be unlawful for any owner of a dog in the City of North Tonawanda to permit or allow such dog to:

- I. Be on North Tonawanda Farmers Market premises, located on Robinson Street, during normal Farmers Market business hours.”**

If your Honorable Body concurs, please pass a resolution to amend the North Tonawanda City Code, Section 33 –DOGS, 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
City Attorney

LAB/lk

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

111.1
MAR 06 2018

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

RECEIVED
CITY CLERK'S OFFICE
2018 JAN 24 PM4:20
NORTH TONAWANDA NY

January 24, 2018

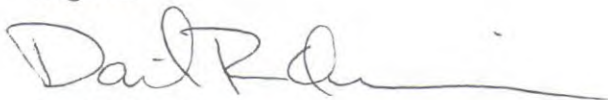
Honorable Mayor and
Common Council
216 Payne Ave

RE: Rezone 576 Walck Road to C2 from R1-2

Dear Mayor and Common Council

I am asking that the Common Council rezone 576 Walck Road to a C2 from an R1-2. There has been some interest in purchasing 576 Walck Road, in particular a company that would like to use this building for their landscaping/snowplowing business. I have reached out to Building Inspector Cosimo Capozzi, City Engineer Dale Marshall, and City Assessor Barbara Klenke in regards to this change and none of them have a problem with this.

Regards



Daniel R. Quinn
City Clerk - Treasurer

RECEIVED
CITY CLERK'S OFFICE
2018 JAN 16 AM 11:36
NORTH TONAWANDA NY

January 16, 2018
83 Brooklane Drive
Williamsville, NY 14221

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

Subject: Letter of Intent

To Whom It May Concern:

My husband and I are in the process of purchasing 576 Walck Road, North Tonawanda, New York, to be used for a landscaping/snowplowing business and general office space for possible rental to be determined.

We are requesting that the said property be rezoned to C2. It is currently zoned as R1-2. In speaking with Mr. Cosimo Capozzi, Building Inspector, it was recommended that we request this specific zone code for the purpose of our usage. All equipment will be kept inside and only registered working vehicles will be kept outside. In the winter months, these vehicles will be equipped with snow plows attached.

Although we do not anticipate storing any working materials outside, we understand that any said materials stored outside will be kept behind a solid fence on the property.

We greatly appreciated your consideration in this matter. If you have any questions or need any further information, please contact me at (716) 848-9977. Thank you.

Sincerely,



Linda C. Marinucci

City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

III. 2

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557
MAR 06 2018

Date: March 6, 2018

To: Mayor/Common Council

From: Daniel R. Quinn - City Clerk/Treasurer

Subject: Standard Work Day and Reporting Resolution – 2018

New Regulation 315.4 outlines additional reporting requirements for elected or appointed officials and more clearly defines the process for reporting time worked by those officials.

This regulation became effective August 12, 2009.

I offer the following resolution for your consideration:

BE IT RESOLVED, that the City of North Tonawanda hereby establishes the following as standard work days for elected and appointed officials and will report (see attached) the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these Officials to the Clerk of this body.

RECEIVED
CITY CLERK'S OFFICE

2018 FEB 28 AM 11:22
NORTH TONAWANDA NY

2018 Elected/ Appointed Work Schedule City of North Tonawanda New York

ELECTED OFFICIALS:

<u>TITLE</u>	<u>NAME</u>	<u>STANDARD WORKDAY</u>	<u>TERM BEGINS/ENDS</u>	<u>PARTICIPATES IN TIME KEEPING</u>	<u>DAY/MONTH</u>
Mayor	Arthur G. Pappas	7	1/01/18 – 12/31/21	N	20
Clerk-Treasurer	Daniel R. Quinn	7	1/01/16 – 12/31/19	Y	20
Attorney	Luke Brown	7	1/01/18 – 12/31/21	Y	20
2 nd Ward Alderwoman	Donna Braun	6	1/01/16 – 12/31/19	Y	20
Alderman at Large	Robert E. Pecoraro	6	1/01/16 – 12/31/19	Y	20
Alderwoman at Large	Austin J. Tylec	6	1/01/18 – 12/31/21	Y	20
3 rd Ward Alderman	Eric Zadzilka	6	1/01/16 – 12/31/19	N	20
1 st Ward Alderman	Mark Berube	6	1/01/18 – 12/31/19	N	20

APPOINTED OFFICIALS

Adm. Assistant Mayor's Office	Daniel DiVirgilio	7	2/12/18 – 12/31/21	Y	20
Mayor's Secretary	Ashlee Rydzewski	7	1/01/16 – 12/31/21	Y	20
Asst. City Attorney	Nicholas B. Robinson	6	2/07/17 – 12/31/18	Y	20

Daniel R. Quinn
City Clerk Treasurer

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

III-3

MAR 06 2018

Treasurer's Office: (716) 695-8575

Clerk's Office: (716) 695-8555

Fax: (716) 695-8557

RECEIVED
CITY CLERK'S OFFICE

2018 FEB 28 PM 12:45
NORTH TONAWANDA NY

February 28, 2018

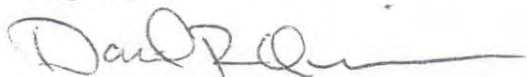
Mayor and Common Council
216 Payne Ave – City Hall

Re: Land Bank

Dear Common Council

I am requesting the removal of 250 Miller Street and 526 Oliver Street from the IN-REM Auction occurring on March 10, 2018. Upon removal from the IN-REM, I request the Council consider one or both of these properties for the land bank.

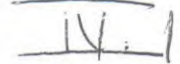
Regards,



Daniel R. Quinn
City Clerk-Treasurer



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org


Dale W. Marshall, P. E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

February 27, 2018

MAR 06 2018

Honorable Arthur G. Pappas, Mayor
and Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, New York 14120

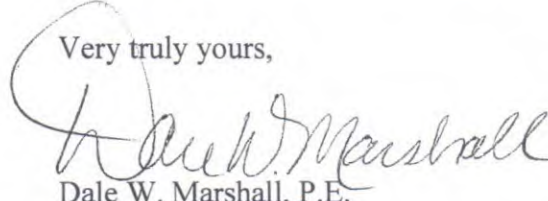
**Re: Project 2017-08: City Hall Skylight Replacement
Final Project Acceptance**

Dear Honorable Body:

Approval of Change Order No. 1 and final acceptance of the City Hall Skylight Replacement Project is hereby requested. The change order, is for the deduction of monies not used in the allowance.

Accordingly, I respectfully request that the Common Council approve Deduct Change Order No. 1 for the City Hall Skylight Replacement Project in the amount of \$4,100.00 with Skylights New England, 979 Frost Hill Road, Belmont, Vermont 05730; decreasing the contract amount from \$69,200.00; to the final contract amount of \$65,100.00; authorizing the Mayor to sign said change order. Further, that the Common Council accept this project as complete and approve the final payment subject to review by the City Attorney.

Very truly yours,


Dale W. Marshall, P.E.
City Engineer

DWM:cls

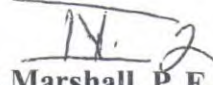
Cc: file
Luke A. Brown, City Attorney
John Divirgilio, Building Maintenance
Amanda Reimer, City Accountant
Iain Ramage, Nussbaumer & Clarke
Dan Quaranto, Skylights New England

**RECEIVED
CITY CLERK'S OFFICE**

**2018 FEB 27 PM 3:14
NORTH TONAWANDA NY**



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org


Dale W. Marshall, P. E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

February 27, 2018

MAR 06 2018

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

Re: 2018 Pedestrian Safety Action Plan (PSAP) Grant Application

Dear Honorable Body:

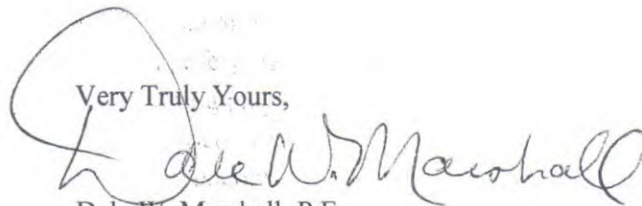
As you may be aware, the Greater Buffalo-Niagara Transportation Council (GBNRTC) and the New York State Department of Transportation (NYSDOT) have announced the availability of funding for pedestrian safety projects as identified in the New York State PSAP, June 2016. \$40 Million in federal Highway Safety Program funding is available across the state with \$4.72 Million designated for NYSDOT Region 5. The application deadline is March 9th, 2018.

Following a review of North Tonawanda's intersections and consultation with various City officials, we have identified twenty-five (25) intersections where pedestrian safety measures could be implemented. These locations were selected based on a number of factors including project feasibility, project need, and pedestrian safety concerns. The intersections that were of main focus were in the Main/Webster Streets corridor and the Payne Avenue corridor. A mix of signalized and uncontrolled intersections are included in this grant application. Under this grant program, safety projects selected will receive 100% financing with zero local matching funds.

At this time, I am requesting that this Honorable Body authorize the Mayor to sign the PSAP Grant application.

Thank you for your consideration.

Very Truly Yours,



Dale W. Marshall, P.E.
City Engineer

Cc: File
Luke Brown, City Attorney
Amanda Reimer, City Accountant
Mike Zimmerman, Director of Community Development
Bradley, Rowles, Superintendent of Public Works
Bernie Rotella, GRM

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CITY CLERK'S OFFICE

2018 FEB 28 AM 11:40
NORTH TONAWANDA NY



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org

IV.3
Dale W. Marshall, P. E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

February 28, 2018

MAR 06 2018

Honorable Arthur G. Pappas, Mayor
and Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, New York 14120

RECEIVED
CITY CLERK'S OFFICE

Re: Gateway Park Improvement Proposals

2018 FEB 28 PM 12:11
NORTH TONAWANDA NY

Dear Honorable Body:

As you are aware, it was announced in October 2017 that the City of North Tonawanda will be the recipient of \$2,500,000 from the New York State Smart Growth Community Fund. This program is intended to support Smart Growth public investments that make downtown communities more pedestrian friendly, accessible, attractive, and dynamic in order to attract new development, support existing businesses and services, and improve the quality of life for downtown residents. In December 2017, the City also received \$100,000 from the Canal Corporation and \$700,000 from NYSDOS to make improvements to Gateway Park and the Sweeney Canal Wall Docks.

Improvements to Gateway Park include the installation of a new bathroom/storage/harbor master facility, installation of new seating areas, and improvements to the electrical systems at the park.

To complete the Gateway Park Improvements Project, the City intends to procure the services of a professional engineering firm. This firm's responsibilities will include a public engagement process to solicit ideas and input for North Tonawanda's residents, design of the identified improvements, and implementation assistance through the construction and installation stages.

A request for proposals was issued in January 2018 and the City received six proposals from professional firms. A review committee was convened with representation from the City Council, City Engineering, Community Development office, Lumber City Development Corporation, Parks and Recreation, and City Accounting, to review the proposals and provide a recommendation to the Council.

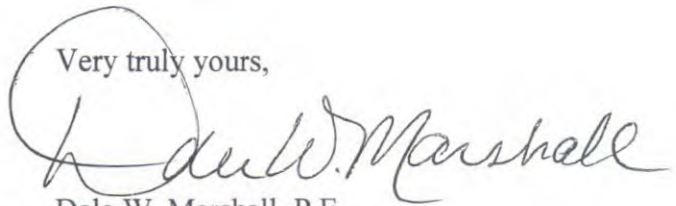
Upon review the committee is recommending the City select the proposal submitted by Nussbaumer & Clarke, Inc. Nussbaumer is a local firm with experience engineering design. The review committee felt the team assembled by Nussbaumer demonstrated the experience, creativity, and capacity to complete this project for the City at a reasonable fee.

I am hereby requesting this honorable body consider selecting Nussbaumer & Clarke, Inc. to complete the Gateway Park Improvements Project and authorize the Mayor to sign a

contract with Nussbaumer, pending review and approval by the City Attorney, for the proposed fee of \$77,500.00.

Please let me know if you have any further questions or concerns. Thank you for your consideration.

Very truly yours,

A handwritten signature in cursive script that reads "Dale W. Marshall". The signature is written in black ink and is positioned to the right of the typed name below it.

Dale W. Marshall, P.E.
City Engineer

DWM:cls

Cc: file
Luke A. Brown, City Attorney
Michael Zimmerman, Dir. Community Development
Amanda Reimer, City Accountant
Patty Brosius, Dir. Parks and Recreation
Michael Marino, P.E., Nussbaumer & Clarke

VII.1

AMANDA REIMER
CITY ACCOUNTANT
JENNIFER CRESS
PAYROLL PERSONNEL SPECIALIST
SHERI GAMPP
JUNIOR ACCOUNTANT

City of North Tonawanda

DEPARTMENT OF ACCOUNTING
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

TELEPHONE: (716) 695-8545
FAX: (716) 695-8573

MAR 06 2018

February 28, 2018

Honorable Arthur G. Pappas, Mayor
and 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 6, 2018, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



Amanda Reimer
City Accountant

RECEIVED
CITY CLERK'S OFFICE

2018 FEB 28 AM 9:30
NORTH TONAWANDA NY

VII.2

AMANDA REIMER
CITY ACCOUNTANT

JENNIFER CRESS
PAYROLL PERSONNEL SPECIALIST

SHERI GAMPP
JUNIOR ACCOUNTANT

City of North Tonawanda

DEPARTMENT OF ACCOUNTING
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

TELEPHONE: (716) 695-8545
FAX: (716) 695-8573

MAR 06 2018

February 28, 2018

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

Dear Honorable Body:

In accordance with Article V, Division 2, Section 5.023 and Section 2.2 of the Budgetary Transfer Policy, please authorize the City Accountant to make the following transfers of fiscal year 2018 appropriations, based on the request of the Department Head, copy attached:

<u>Control Number</u>	<u>Dollar Amount</u>	<u>Increase Appropriation Account</u>	<u>Increase Revenue Account</u>
5	\$5,500	001.3120.0246 Child Passenger Safety	001.1000.4389 Other Public Safety
6	\$10,030	001.3120.0100 Police_Personal Services	001.1000.4390 Other Public Safety

Regards,




Amanda Reimer
City Accountant

RECEIVED
CITY CLERK'S OFFICE
2018 FEB 28 AM 9:30
NORTH TONAWANDA NY

Budget Amendment Request Form

Department: Police

Date: 2.12.2018

Dollar Amount	Accounts and Documentation	
\$5,500	Increase(Decrease) Account 001.1000.4389 Other Public Safety (Child Passenger) Account Number	Increase(Decrease) Account 001.3120.0246 Child Passenger Safety Program Account Number
Explanation: To amend the 2018 Budget for 100% reimbursable expenditures related to the award of Child Passenger Safety Program monies to the Police Department. The net impact on the budget is 0.		
COMMON COUNCIL ACTION IS NECESSARY		
 Department Head Signature		2.13.2018 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

Budget Amendment Request Form

Department: Police

Date: 2.12.2018

Dollar Amount	Accounts and Documentation	
\$10,030	Increase(Decrease) Account 001.1000.4390 Other Public Safety (Traffic Services) Account Number	Increase(Decrease) Account 001.3120.0100 Police - Personal Services Account Number
Explanation: To amend the 2018 Budget for 100% reimbursable expenditures related to the award of Police Traffic Services monies to the Police Department.		
The net impact on the budget is 0.		
<hr/>		
<hr/>		
COMMON COUNCIL ACTION IS NECESSARY		
 Department Head Signature		2.13.2018 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

City of North Tonawanda

XXY, 1

MAR 0 6 2018

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120
2/15/2018

Honorable Mayor & Common Council

216 Payne Avenue
North Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE

Dear Sirs and Mesdames:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of January 2018.

2018 FEB 20 AM 9:01
NORTH TONAWANDA NY

General Fund

Balance Fwd - Checking	3,689,647.90
Balance Fwd - Money Market	1,800,615.29
Receipts for the month	1,194,275.59
Warrants Drawn	(2,992,039.10)
	<hr/>
	\$3,692,499.68

Sewer Fund

Balance Fwd - Checking	612,145.20
Balance Fwd - Money Market	1,098,177.07
Receipts for the month	49,749.61
Warrants Drawn	(270,035.15)
	<hr/>
	\$1,490,036.73

Water Fund

Balance Fwd - Checking	732,647.82
Balance Fwd - Money Market	2,728,809.31
Receipts for the month	20,278.82
Warrants Drawn	(177,839.63)
	<hr/>
	\$3,303,896.32

Trust & Agency Fund

Balance Fwd - Checking	590,506.14
Receipts for the month	109,615.47
Warrants Drawn	(73,886.80)
	<hr/>
	\$626,234.81

Capital Construction Fund

Balance Fwd - Checking	1,117,144.51
Balance Fwd - Money Market	1,462,488.04
Receipts for the month	78.64
Warrants Drawn	(40,740.01)
	<hr/>
	\$2,538,971.18

Community Development Fund

Balance Fwd - Checking	40,971.41
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$40,971.41

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	235,138.00
Warrants Drawn	(235,138.00)
	<hr/>
	\$0.00

Housing Rehabilitation Fund

Balance Fwd	85,626.93
Receipts for the month	29,785.96
Warrants Drawn	-84,195.00
	<hr/>
	\$31,217.89

Home Rehabilitation Fund

Balance Fwd	62,123.06
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$62,123.06

Section 108 Fund

Balance Fwd	123,659.18
Receipts for the month	0.00
Warrants Drawn	(536.35)
	<hr/>
	\$123,122.83

Respectfully submitted,



Daniel R. Quinn
City Clerk - Treasurer

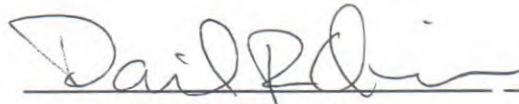
XXLP
MAR 06 2018

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	13	130.00
		Sub-Total:		\$130.00
A1550	Minor Sales	Public Pound Fee	2	20.00
		Sub-Total:		\$20.00
A1603	Misc. Fees	Birth Certificates	56	560.00
		Coroner Death Certificates	1	30.00
		Death Certificates	65	650.00
		Deaths Recorded	12	0.00
		Free Death Certificates	1	0.00
		Genealogy Death	1	11.00
		Sub-Total:		\$1,251.00
A1980	Minor Sales	City Market	49	15,575.00
		Sub-Total:		\$15,575.00
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
		Terrace Park. Permit	18	90.00
		Sub-Total:		\$140.00
A2501	Minor Sales	Solicitors Permit - Yearly	1	25.00
		Sub-Total:		\$25.00
A2505	Marriage License Fee	Marriage License Fee	3	52.50
		Sub-Total:		\$52.50
A2506	Conservation	Conservation	6	7.18
		Sub-Total:		\$7.18
A2540	Racing & Wagering Fees	Bingo Proceeds	9	167.60
		Sub-Total:		\$167.60
A2541	Racing & Wagering Fees	Bell Jar License	1	10.00
		Sub-Total:		\$10.00
A2542	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	102	612.00
		Female, Unspayed	4	48.00
		Male, Neutered	63	378.00
		Male, Unneutered	7	84.00
		Sub-Total:		\$1,122.00
A2610	Minor Sales	Parking Tickets	21	7,455.00
		Sub-Total:		\$7,455.00

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NORTH TONAWANDA NY

Account#	Account Description	Fee Description	Qty	Local Share
			Total Local Shares Remitted:	\$25,955.28
Amount paid to:	New York State Comptroller's Office			15.00
Amount paid to:	New York State Department of Health			67.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			199.00
Amount paid to:	NYS Environmental Conservation			122.82
Total State, County & Local Revenues:		\$26,359.60	Total Non-Local Revenues:	\$404.32

Pursuant to Section 27, Sub 1, of the City Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by the City Clerks Office, City of North Tonawanda, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.



 City Clerk-Treasurer

3/1/18

 Date



Department of Police

CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, N.Y. 14120-5491

XXV. 2
TELEPHONE
(716) 692-4111
FACSIMILE
(716) 692-4321
EMERGENCY NO.
9-1-1

MAR 06 2018

February 27, 2018

Honorable Mayor Arthur G. Pappas and
Members of the City of North Tonawanda Common Council

Ladies and Gentlemen:

Please find attached the Summary of Police Activities Report, the Summary of Criminal Activities Report and the V&T Report for the month of January 2018.

Respectfully submitted,

Roger R. Zgolak
Chief of Police

cc: Robert Pecoraro
cc: Austin Tylec
cc: Mark Berube
cc: Donna Braun
cc: Eric Zadilka

RRZ/sd

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2018 FEB 27 AM 9:25
NORTH TONAWANDA NY

<p>NORTH TONAWANDA POLICE DEPARTMENT</p> <p>SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF JANUARY 2018</p>
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CRIMINAL

Complaints received and investigated	106
Complaints cleared by arrest or exceptional clearance	65
Complaints ruled unfounded	0
Number of males arrested	25
under 18: 3	over 18: 22
Number of females arrested	11
under 18: 0	over 18: 11
Arrests for other authorities	3
Failure to Appear/Violation of Probation Warrant Arrests	26
Above complaints cleared by J.A.B.	19
Complaints cleared by J.A.B. from previous months	8

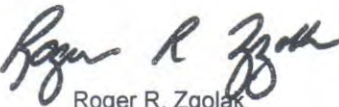
TRAFFIC

Traffic summonses issued	453
DWI arrests	5
Parking tags issued	331

MISCELLANEOUS

Miscellaneous service	1,555
Incident reports	97
Vehicle accidents	70
Vehicle accidents (fatal)	0
Vehicle stops	451
Police escorts	43
Prisoner meals	63
Mug shots taken	28
Fingerprints taken	28
Persons missing and located	6
Automobiles stolen	3
Automobiles recovered	4
Automobiles recovered for other authorities	0
Record check fees	\$165.00
Photocopy fees	\$14.75
Fingerprint fees	\$0.00
Fines collected	\$30,688.00
Value of property damaged	\$7,058.00
Value of property stolen	\$53,006.03
Value of property recovered	\$37,074.52

Respectfully submitted,


 Roger R. Zgolak
 Chief of Police

RRZ/sd

NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF JANUARY 2018

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	<u>COMPLAINTS</u>		
	Received	Cleared	Unfounded
AGG. ASSAULT	3	3	
ALL OTHER OFFENSES	7	3	
ARSON	0	0	
BURGLARY	1	0	
COERCION	0	0	
CRIMINAL MISCHIEF	8	3	
CRIM POSS WEAPON	1	1	
DIS CON/HARASS	17	4	
DRUG OFFENSES	2	2	
EMBEZZLEMENT	0	0	
FAILURE TO APPEAR	26	26	
FORGERY	1	0	
FRAUD (ID THEFT)	4	0	
LARCENY	11	3	
LEAVING THE SCENE	12	3	
MURDER	0	0	
RAPE	2	0	
ROBBERY	1	0	
SEXUAL OFFENSES	2	1	
SIMPLE ASSAULT	5	3	
STOLEN PROPERTY	0	0	
UNAUTH USE M/V	3	0	
VIOL OF PROBATION	0	0	
ARRESTS FOR OTHER AUTHORITIES		3	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		10	
TOTALS	106	65	0
# OF ABOVE COMPLAINTS CLEARED BY JAB		19	
# CLEARED BY JAB FROM PREV MONTHS		8	

CFO-A.



City of North Tonawanda

MAR 06 2018

Historic Preservation Commission

February 21, 2018

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

Honorable Body;

Members of the Historic Preservation Commission (HPC) met with the Mayor previously to request an administrative assistant be assigned to assist with tasks such as taking meeting minutes, filing the necessary paperwork with the required offices, and providing general support to the Commission. The needs of the HPC are similar to those of the Planning Board and Zoning Board of Appeals. These boards receive administrative support through the clerk's office, however no individual currently employed by the City was able to take or interested in the position. Therefore, it was agreed that the HPC could seek out an individual to fill this role and a \$50/month stipend would be provided by the City.

The Commission has identified Kristin Derby of Niagara Street and is requesting the Common Council to open a new budget line for the \$50/month stipend. Kristin is available to begin her role effective March 19, 2018 pending Common Council's approval.

Sincerely,
Amber Holycross, AIA
NT Historic Preservation Commission Co-Chairperson

CC Joe Fonzie
Rae Proefrock
April Gampp
Jay Soemann
Linda Hayes
Dennis Pasiak

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2018 FEB 21 AM 9:27
NORTH TONAWANDA NY

CFO-B.

MAR 06 2018

February 21, 2018

To: Hon. Mayor Arthur Pappas & Common Council,


Re. Pavilion Request

Honorable Body:

The Conrad F. Kania Detachment of the Marine Corps League hereby requests a waiver of the fee normally charged to use the large pavilion behind our Monument located in the Raymond Klimek Veteran's Park on August 11, 2018 from 9:00am to 2:00pm for our summer picnic. We are expecting many Marines to attend this years picnic from the stern New York area.

Thank you for your consideration.

Sincerely,



Paul T. Schultz, Commandant

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FEB 21 2018
BY: