

City of North Tonawanda

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

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

January 13, 2017

The following meetings have been scheduled for TUESDAY, JANUARY 17, 2017:

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, Schwandt, Pecoraro, Rizzo**

FROM: Daniel R. Quinn, City Clerk-Treasurer

RE: Agenda for regular session TUESDAY, JANUARY 17, 2017 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 DECEMBER 15, 2016

- 1) Legal Notice – Bids for the Wastewater Treatment Plant Storm Mechanical Bar Screen Project– Supt. Water/Wastewater**

COMMUNICATIONS FROM CITY OFFICIALS

- | | | |
|------------------------------|----------|--|
| III.1 Clerk-Treasurer | - | Re: Withdrawal of 316 Stenzil Street from In Rem foreclosure proceeding |
| III.2 Clerk-Treasurer | - | Re: Appointment of Luke Brown as City Attorney |
| III.3 Clerk-Treasurer | - | Re: Award of Implementation Contract, No. 1512 (2015) Technology/Software Conversion to Logics, LLC |
| IV. Engineer | - | Re: Award of Traffic Engineering Agreement, Project 2017-01 Meadow/Payne Intersection |
| VII.1 Accountant | - | Re: Payment of the Abstract of Claims Dated January 17, 2017 |
| VII.2 Accountant | - | Re: Permission to close any completed Capital Fund projects and make any necessary budgetary transfers, adjustments, subsidies or amendments for sanctioned |

expenditures, accrued liabilities, accounts payable and encumbrances for fiscal year ending December 2016

- VII.3 Accountant** - **Re: Budgetary Transfer – to move funds for covering the cost of transferring 1 police trade-in vehicle to new animal control officer vehicle**
- VII.4 Accountant** - **Re: The 2017 Seasonal Part Time Wage Schedule**
- X.1 Police Chief** - **Re: Award of Bid for the Police Pursuit Vehicles to DeLacy Ford**
- X.2 Police Chief** - **Re: Appointment of Jeffrey D. Swick as Police Officer to the North Tonawanda Police Department**
- X.3 Police Chief** - **Re: Memorandum of Understanding for the Niagara County Drug Task Force**
- XVII. Traffic Safety** - **Re: Various Traffic Safety Recommendations from December meeting minutes**

XXV. Monthly Reports

- .1 Clerk-Treasurer .2 Senior Citizen Center .3 Youth, Recreation & Parks**

XXVI. Semi-Annual Vacation & Sick Leave Reports

- .1 Clerk-Treasurer .2 Building Inspector**

XXVII. Annual Reports

- .1 Building Inspector**

COMMUNICATIONS FROM OTHERS

- A.
Jack Michel - Re: Permission to have the "Come Fly a Kite to Help Homeless Veterans" event Saturday June 3, 2017 at Gratwick Park
- B.
Thomas Johnston - Re: Permission to conduct The Ride for Roswell through North Tonawanda, Saturday June 24, 2017
- C.
Sue Evarts - Re: Permission for NT School District to hold their fifth annual 5K and 1 mile Family Fun Run, Saturday May 6, 2017
- D.
Gary Roesch - Re: Permission to hold the Thunder on the Niagara, August 5-6th, 2017 at Gratwick Park
- E.
Gateway Harbor of the Tonawandas, Inc. - Re: Permission to close the Webster Street Bridge for Green Beer Sunday, March 5, 2017
- F.
Maura Kelley - Re: Permission for the Mental Health Peer Connection to hold their Kite Flying Event on September 16, 2017 at Gratwick Park

Respectfully submitted,



Daniel R. Quinn
City Clerk-Treasurer

COMMUNICATIONS FROM OTHERS

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Respectfully submitted,



Daniel R. Quinn
City Clerk-Treasurer

JAN 17 2017

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 # 191004
was printed and published in said paper on the following dates:

12/15/2016

Janet M. Slipko
Principal Clerk

Subscribed and sworn to before me this
12-20-16

Allyson A. Millette (Sizeman)
Allyson A. Millette 05/14/2019

Notary Public Expiration Date

RECEIVED
CITY CLERK'S OFFICE
2016 DEC 23 AM 9:35
NORTH TONAWANDA N.Y.

ALLYSON A. MILLETTE
NOTARY PUBLIC-STATE OF NEW YORK
No. 01M16165762
Qualified in Niagara County
My Commission Expires May 14, 2019

City of North Tonawanda

JAN 17 2017

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

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

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Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

December 15, 2016

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

Dear Honorable Mayor and Common Council:

Please be advised that I have received payment in full for back City, School and County taxes, per their tax agreement with the City, for the following parcel:

175.20-2-31 316 Stenzil Street Edna Brick

Therefore, please pass the necessary resolution withdrawing these parcels from the appropriate In Rem foreclosure proceeding.

Thank you for your cooperation.

Very truly yours,



Daniel R. Quinn
City Treasurer

cc: Katherine Alexander, City Attorney

RECEIVED
CITY CLERK'S OFFICE
2016 DEC 15 PM 4:27
NORTH TONAWANDA N.Y.

III.2

City of North Tonawanda

JAN 17 2017

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

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

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Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

January 4, 2017

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

RE: CHARTER/ CHAPTER C / DIVISION 2/SEC. 3.024 / VACANCIES IN OFFICE

Dear Honorable Body,

Section 3.024 Vacancies in Public Office;

Vacancies occurring in any elective office shall be filled by the Common Council at its next regular meeting where practicable, after creation of the vacancy. The person appointed to fill the vacancy shall hold office only until December 31 next succeeding the first annual election at which the vacancy can be filled after the vacancy occurred.

Per your Honorable Body's direction the name of Luke Brown who resides at 1111 Walck Road in the City of North Tonawanda has been placed on this evening's agenda for appointment by your Honorable Body to the position of City Attorney for the City of North Tonawanda effective January 17, 2017.

This appointment is the result of a vacancy in the Office of City Attorney effective as the result of City Attorney Katherine D. Alexander appointment of City Court Judge.

Sincerely,



Daniel R. Quinn
City Clerk-Treasurer

RECEIVED
CITY CLERK'S OFFICE
2017 JAN -4 PM 3:53
NORTH TONAWANDA NY

III 3

JAN 17 2017

City of North Tonawanda

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

Treasurer's Office: (716) 695-8575
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DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

January 9, 2017

Honorable Arthur G. Pappas, Mayor
and Common Council Members
North Tonawanda, New York 14120

Re: Project No. 1512 (2015) Technology/Software Conversion, Implementation Contract

Honorable Body:

As part of the fiscal year end December 31, 2015 Budget, the Common Council approved a Software Conversion Project to replace outdated financial management programs in both the Accounting Department and Treasurer's Office.

Based on the needs of both departments, options available for government software, and the amount approved for the project, the Accounting Department and Treasurer's Office have agreed that proceeding with Logics, LLC is the most effective and cost efficient option to the City.

Accordingly, our department respectfully recommends that the Common Council awards our implementation contract to Logics, LLC, 1001 Navaho Drive, Suite 204, Raleigh, NC 27609 in an amount not to exceed \$35,055.00, authorizing the Mayor to sign an agreement reviewed by the City Attorney on January 6, 2017.

Regards,



Daniel R. Quinn
City Clerk- Treasurer

NORTH TONAWANDA, N.Y.

2017 JAN -9 AM 11:52

CITY CLERK'S OFFICE
RECEIVED



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

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

January 12, 2017

JAN 17 2017

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

**Re: Project 2017-01, Meadow/Payne Intersection Signal Design and Intersection Improvements
 Award of Traffic Engineering Agreement**

Honorable Body:

As you are aware, the Meadow Drive Extension was completed and put into service in 2014, followed by the intersection improvements and new signal system installed at the Meadow Drive and Nash Road Intersection in 2015. The final step in the city's planned 2018 improvements to the Meadow Drive corridor into our central business district is to correct the alignment and install a new fully actuated traffic signal system at the Meadow Drive and Payne Avenue Intersection. In order to accomplish this goal, survey, signalization and traffic engineering design, as well as right-of-way acquisition must first be accomplished.

Parsons Brinkerhoff, Inc., who successfully responded to the city's request for proposal, has performed well for the city on the Meadow Drive projects described previously and were instrumental in convincing the courts to allow the Meadow Drive Extension Project to eventually proceed to construction. For these reasons, I highly recommend that they be authorized to complete the city's Meadow Drive Improvements Program by awarding them the engineering agreement.

Accordingly, I respectfully request that the Common Council authorize the mayor to sign the enclosed agreement with Parsons Brinkerhoff, Inc., 50 Lakefront Blvd, Suite 111, Buffalo, NY 14202; for survey, mapping, and signalization and traffic engineering services for the Meadow and Payne Intersection Improvements; in an amount not to exceed \$39,800; subject to review by the City Attorney.

Very truly yours,

Dale W. Marshall
 Dale W. Marshall, P.E.
 City Engineer

RECEIVED
 CITY CLERK'S OFFICE
 2017 JAN 13 AM 10:03
 NORTH TONAWANDA N.Y.
 DM:djm

Cc: file, w/encls
 Luke A. Brown City Attorney, w/encls
 Bradley Rowles, Superintendent of Public Works
 Amanda Reimer, Assistant City Accountant
 Augustine Taboni, P.E., PB



**PARSONS
BRINCKERHOFF**

RECEIVED
ENGINEERING DEPT.
CITY OF N. TONAWANDA

2016 DEC 19 AM 10: 24

50 Lakefront Boulevard
Suite 111
Buffalo, NY 14202
Main: 716-853-1220

December 14, 2016

wspgroup.com/usa
pbworld.com/usa

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

Attention: Mr. Dale Marshall

RE: Meadow Drive / Payne Avenue Signal Design and Intersection Improvements

Dear Mr. Marshall:

Parsons Brinckerhoff, Inc. is pleased to submit a proposal for development of Final Plans & Specifications for the Meadow Drive / Payne Avenue intersection improvements. This work shall include survey, preliminary design, development of right-of-way acquisition maps and final design of intersection improvements, signal design, striping and Engineering Bid Services, on a time and material basis not-to-exceed \$39,800.

The work will include:

- Survey- provide topographic survey for the Meadow Dr./Payne Ave. intersection to include:
 - Survey baseline;
 - Horizontal control points;
 - Topo survey for approx. 1400 lf, along corridor for ROW+5', including utility inverts;
 - Base mapping and DTM.
- Preliminary Intersection layout and design – provide 30% preliminary design for review and comment.
- Right-of-way acquisition mapping locate existing ROW & property monumentation, prepare one (1) parcel acquisition map with property description.
Property appraisal and acquisition to be completed by the City of North Tonawanda
- Public meeting participation – assume one (1) informational meeting
- Finalized Signal Plans for the Meadow Dr. / Payne Ave. intersection, Signing and Pavement Marking Plans, and Intersection modification plans incorporating realignment of the 19th St and Meadow Dr. legs of the intersection, drainage modifications, new sidewalk ramp modifications, development of Project Specification Book and Final Engineer's Estimate.

Mr. Marshall
Meadow Drive / Payne Avenue Signal Design
and Intersection Improvements
December 14, 2016
Page 2 of 3

- Prepare intersection plans modifications and traffic signal at a scale of 1"=20' (or as requested by the City of North Tonawanda) which will indicate the final roadway, drainage and signal design conditions. The traffic signal plans will include such items as:
 - Final mast arm signal pole locations, signal head locations, signing, phasing, and timing chart and signing tabulation.
 - Pedestrian accommodation, including countdown crossing timer indications, and pedestrian push button equipment, where desired.
 - The location of the controller assembly and power source.
 - Final signal timings.
 - Locations of conduit, junction boxes and the wiring diagram.
 - Existing signal equipment and existing utility information as required.
 - Pavement markings
 - Loop or puck traffic detectors (if any)
- Concurrent with the final design of the traffic signal plan, we will prepare quantity take-offs in accordance with City of North Tonawanda and NYSDOT requirements. Items that will be quantified and tabulated include but may not be limited to the following:
 - Poles
 - Signing
 - Signal heads
 - Pavement markings
 - Electrical distribution system
 - Miscellaneous items
 - A tabulation of items, or other approved quantity tabulation method, will be prepared to identify traffic signal item quantities. This plan sheet will be included as part of the traffic signal plans package.
 - Parsons Brinckerhoff will prepare the related traffic signal specifications for inclusion in the final design construction plan package.
- With the installation of a new traffic signal controller, various time of day operations can be implemented to adjust to the various traffic and travel demands through the intersection. Parsons Brinckerhoff will work with the City of North Tonawanda to identify these travel demand variances and support identifying signal timing plans for up to three (3) additional time periods outside the AM and PM peak. The time period analysis support will utilize existing available traffic



Mr. Marshall
Meadow Drive / Payne Avenue Signal Design
and Intersection Improvements
December 14, 2016
Page 3 of 3

volume information. No additional data collection efforts are planned as part of this analysis.

- Parsons Brinckerhoff will work with the City of North Tonawanda through the design process to review the design details and operational changes proposed for the intersection. Parsons Brinckerhoff will support two (2) meetings with the City of North Tonawanda during the traffic signal plans preparation effort to support the completion of the signal plans through the City design review and approval process.
- Engineering Bid Services - providing Contract Plans and Bid Books, attendance at the Bid Opening and developing Bid Tabulation and recommendation letter.

Deliverables:

- 1 – half size 100% Design Plan for Client review
- 20 - half size Contract Plans and Bid Books

Should you have any questions or require further information, please do not hesitate to call me at (716) 853-1220.

Very truly yours,

PARSONS BRINCKERHOFF, INC.

Augustine Taboni
Project Manager

**PAYNE AVENUE / MEADOW DRIVE INTERSECTION IMPROVEMENTS
COST ESTIMATE**

Classification	Billing Rate	Regular Hours	O/T Hours	Total Hours	Total Costs
Design PM	143.00	40.0		40.00	5,720.00
Design Sr. Engineer	139.00	36.0		36.00	5,004.00
Engineer	99.00	20.0		20.00	1,980.00
Design Traffic Engineer	196.00	38.0		38.00	7,448.00
Design Traffic Jr. Engineer	86.00	36.0		36.00	3,096.00
CADD - Sr	97.00	20.0		20.00	1,940.00
CADD	63.00	42.0		42.00	2,646.00
		232.00			\$ 27,834.00

Direct Expenses:

ODC

Printing \$ 400.00

Presentation Boards (\$ 150.00

SubConsultant (Foit Albert)

Surveying \$9,460.00

Right-of_way Map \$1,960.00

\$ 11,970.00

TOTAL \$ 39,800.00



City of North Tonawanda

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

XII.1
JAN 17 2017

MARK W. DOTTERWEICH
CITY ACCOUNTANT

AMANDA L. REIMER
STAFF ACCOUNTANT

TELEPHONE
(716) 695-8545

FAX
(716) 695-8573

January 12, 2017

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 **January 17, 2017**, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Very truly yours,

Mark W. Dotterweich

City Accountant

NORTH TONAWANDA N.Y.

2017 JAN 12 PM 3:00

RECEIVED
CITY CLERK'S OFFICE

MWD



City of North Tonawanda

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

VII. 2

JAN 17 2017

MARK W. DOTTERWEICH
CITY ACCOUNTANT

AMANDA L. REIMER
STAFF ACCOUNTANT

December 27, 2016

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

TELEPHONE
(716) 695-8545
FAX
(716) 695-8545
RECEIVED
CITY CLERK'S OFFICE
2016 DEC 27 PM 2:57
NORTH TONAWANDA N.Y.

Dear Honorable Body:

In order to properly culminate the financial activities of the municipality for the fiscal year ending December 31, 2016, I recommend that the Common Council authorize the City Accountant to close any completed Capital Fund projects and make any necessary budgetary transfers, adjustments, subsidies or amendments for sanctioned expenditures, accrued liabilities, accounts payable and encumbrances.

Approval of this recommendation will insure that no appropriation accounts or operating funds are over-obligated at year-end, providing a favorable financial and management representation for the auditors, State Comptroller, investment analysts and bankers.

This action would be in compliance with the State of New York Uniform System of Accounts for Cities and Generally Accepted Accounting Principals (GAAP).

These actions will be reflected in the municipality's year-end appropriation ledgers, the audited 2016 Financial Statements and in our Annual Financial Update Document, which is sent to the New York State Comptrollers office.

If I can be of any further assistance, please do not hesitate to contact me at your convenience.

Very truly yours,

Mark W. Dotterweich



City of North Tonawanda

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

XIII.3

JAN 17 2017

MARK W. DOTTERWEICH
CITY ACCOUNTANT
markdot@northtonawanda.org

TELEPHONE
(716) 695-8545

FAX
(716) 695-8573

AMANDA L. REIMER
STAFF ACCOUNTANT
amandarei@northtonawanda.org

January 12, 2017

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 2017 appropriations, based on the request of the Department Head, copy attached:

<u>Control Number</u>	<u>Dollar Amount</u>	<u>From: Appropriation Account</u>	<u>Into: Appropriation Account</u>
1	16,000.00	1-1990.410 Contingent Account	1-3120.231 Police Vehicles

Very truly yours,

Mark W. Dotterweich
CITY ACCOUNTANT

MWD
Attachment

RECEIVED
CITY CLERK'S OFFICE
2017 JAN 12 PM 1:58

BUDGETARY TRANSFER REQUEST FORM

DEPARTMENT Police Department

DATE 1/12/2017

DOLLAR AMOUNT		APPROPRIATION ACCOUNTS AND DOCUMENTATION	
\$ 16,000.00	From Appropriation Account 01 - 1990.410 Account Number	Contingent Account Description	Into Appropriation Account 01 - 3120.231 Account Number
	Police Vehicles Description		
	Explanation: To move funds for covering the cost of transferring 1 police trade-in vehicle to new animal control office		

Please Check One

<input checked="" type="checkbox"/> Common Council Action	<input type="checkbox"/> No Common Council Action
---	---

Maureen J. Steward
DEPARTMENT HEAD SIGNATURE DATE 1/12/17

BUDGETARY TRANSFER POLICY

2.11 Budgetary transfers can be initiated by a Department head on his signature if all of the following criteria is met:

- a) Transfer of appropriations must be under \$250.00
- b) Transfer only between existing appropriation accounts currently within your budget
- c) Within one fiscal year, accumulated transfers made into any one appropriation account can total \$250.00

DO NOT MARK BELOW THIS LINE

2.21 Budgetary transfers can be initiated by a department head through the Common Council if one of the following criteria is met:

- a) Transfer of appropriations must be over \$250.00
- b) Creation of a new appropriation account within your budget

CONTROL	DEPARTMENT OF ACCOUNTING AUDIT	COMMON COUNCIL MEETING DATE
1	<i>1/12/17</i>	<u>1/17/17</u>



City of North Tonawanda

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

VII. 4

JAN 17 2017

MARK W. DOTTERWEICH
CITY ACCOUNTANT
markdot@northtonawanda.org

TELEPHONE
(716) 695-8545

FAX
(716) 695-8573

AMANDA L. REIMER
STAFF ACCOUNTANT
amandarei@northtonawanda.org

January 12, 2017

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

Dear Honorable Body:

Please be advised that effective December 31, 2016, the New York State minimum wage has increased to \$9.70 per hour. As a result, the City has to adjust the seasonal wage schedule to reflect the new minimum wage. I have contacted the Recreation Director and we have compiled the attached wage schedule.

Please review and approve the 2017 seasonal part time wage schedule as presented.

Thank you for your consideration.

Respectfully submitted,

Mark W. Dotterweich

City Accountant

NORTH TONAWANDA N.Y.

2017 JAN 12 PM 3:01

RECEIVED
CITY CLERK'S OFFICE

Attachment
MWD

**CITY OF NORTH TONAWANDA
PART TIME WAGE SCHEDULE
January 1, 2017**

FOR PART TIME EMPLOYEES, WORKING UNLIMITED HOURS, ONE SEASON OF THE YEAR:

<u>POSITION</u>	<u>FIRST STEP</u>	<u>SECOND STEP</u>	<u>THIRD STEP</u>
Laborer *, **, *** Lifeguard # Crossing Guard **	\$9.00	\$9.70	\$9.90
Leader Chief Lifeguard Head Crossing Guard	-	\$10.00	\$10.25
Supervisor #,##,###	-	\$10.75	\$11.25

Note: Step increases takes effect on rehiring for the same position in subsequent years

- * (Recreation) Laborer Under age 18 starts at FIRST step
- ** Laborer Over age 18 starts at SECOND step
- *** Laborer DPW Sanitation Laborers only, add \$2.75 to SECOND and THIRD Step
- # Lifeguard Starts at SECOND Step, due to additional qualifications
- ## Supervisor Pool Supervisor add \$.50 to rate, due to additional qualifications
- ### Supervisor Golf Course Operations, add \$5.00 to rate, due to additional duties
- Promotion:** Employees start at the first pay step resulting in a pay increase when moving into higher positions.
- Minimum Wage:** NYS Minimum wage is \$9.70 effective 12/31/16, Recreation employees are exempt.

FOR PART TIME EMPLOYEES, WORKING LIMITED HOURS, ALL YEAR:

<u>POSITION</u>	<u>FIRST STEP</u>	<u>SECOND STEP</u>	<u>THIRD STEP</u>
Clerk - PT Engineering Technician Police Matron * Animal Control Officer * Work Program Crew Leader	\$10.25	\$10.75	\$11.25
* plus \$100.00 per week			
Ordinance Officer - PT	\$12.25	\$12.65	\$13.05
Plumbing Inspector - PT Electrical Inspector - PT	\$15.50	\$16.00	\$16.50



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

X.1
JAN 17 2017



Department of Police

William R. Hall
Chief of Police

TELEPHONE
(716) 692-4325
FACSIMILE
(716) 692-7555

December 9, 2016

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

Honorable Body,

Bids for Police Vehicles were received and publicly opened in the Common Council Chambers on December 7, 2016, by Daniel R. Quinn City Clerk/Treasurer.

The following bids were received in response to NTPD 01-2017 bid specs for Police Pursuit Vehicles (Ford Explorer).

DeLacy Ford 3061 Transit Rd., Elma, NY.

West Herr Hamburg (Rejected did not meet criteria set forth in the original bid package)

There is a trade in allowance on older police vehicles we are now using

After review of the bids, DeLacy Ford met all the requirements and provided the best price and request the bid for Police Pursuit Vehicles (Ford Explorer) be awarded to them.

William R. Hall
Chief of Police

NORTH TONAWANDA N.Y.

2016 DEC 20 AM 8:45

RECEIVED
CITY CLERK'S OFFICE



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

X 12
JAN 17 2017



Department of Police

William R. Hall
Chief of Police

TELEPHONE
(716) 692-4325
FACSIMILE
(716) 692-7555

December 20, 2016

Honorable Common Council:

On the 3rd of January 2017, I am appointing Jeffrey D. Swick to Police Officer. Jeffrey is a lateral transfer from the Lewiston Police Department.

His appointment will bring us to full strength manpower wise.

Thank you for your time and consideration in this matter.

Respectfully yours,

William R. Hall
Chief of Police

cc: File
Mayor Arthur G. Pappas

RECEIVED
CITY CLERK'S OFFICE
2016 DEC 20 AM 10:53
NORTH TONAWANDA, N.Y.



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

X.3
JAN 17 2017



Department of Police

William R. Hall
Chief of Police

TELEPHONE
(716) 692-4325
FACSIMILE
(716) 692-7555

January 5, 2017

Honorable Common Council:

Attached is a Memorandum of Understanding for the Niagara County Drug Task Force.

It is the same agreement as in previous years but we have to do it each year. I am asking permission to sign it.

Thank you for your time and consideration in this matter.

Respectfully yours,

William R. Hall
Chief of Police

cc: File
Mayor Arthur G. Pappas
Asst. City Attorney Luke Brown

NORTH TONAWANDA N.Y.

2017 JAN -5 PM 1:43

RECEIVED
CITY CLERK'S OFFICE

**MEMORANDUM OF UNDERSTANDING
AMONG THE
NIAGARA COUNTY SHERIFF'S OFFICE
CITY OF NIAGARA FALLS POLICE DEPARTMENT
CITY OF NORTH TONAWANDA POLICE DEPARTMENT
CITY OF LOCKPORT POLICE DEPARTMENT
For a Drug Enforcement Task Force
(Niagara County Drug Task Force)**

I. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to establish guidelines for the management of a Drug Enforcement Task Force in Niagara County. The participating agencies are committed to working together in a cooperative fashion to ensure the most effective law enforcement response to drug trafficking within Niagara County. Enforcement is based upon the theory that criminal activity in neighborhoods, such as illicit drug activity, brings with it a wide variety of ancillary illegal activities. The mission is to provide a quick resolution to the problems of a neighborhood by both visible and undercover police presence as it relates to illicit drug activity, to result in quick improvements to the quality of life for the neighborhood residents.

II. NAME

The task force will be known as the "Niagara County Drug Task Force" (NCDTF).

III. PARTICIPANTS

The following law enforcement agencies will participate in the NCDTF:

1. Niagara County Sheriff's Office
2. City of Niagara Falls Police Department
3. City of North Tonawanda Police Department
4. City of Lockport Police Department

IV. SUPERVISION AND COORDINATION

- A. The police functions of the NCDTF will be under the direct command and operation of the Sheriff of Niagara County, who shall appoint a NCDTF Captain or supervisor. The governing board shall consist of the Sheriff of Niagara County, Undersheriff of Niagara County, the District Attorney of Niagara County and the Chiefs of Police of participating agencies which shall serve in an advisory capacity to the NCDTF.
- B. Prosecution issues shall be under the direction of the Niagara County District Attorney's Office. The District Attorney, or his representative, will be kept informed of current and pending NCDTF cases and confidential informant status.
- C. Each officer assigned to the NCDTF will have the primary responsibility for relaying NCDTF information and activities to his or her own agency. Each participating agency will provide a supervisory liaison/point of contact for this purpose.
- D. NCDTF police operations will be conducted under the direction of the NCDTF supervisor. The NCDTF supervisor will act as liaison to all participating agencies who will work together in a cooperative fashion to resolve any issues that may arise. It is imperative that NCDTF

supervisory personnel have solid professional relationships with their counterparts in various local, state and federal investigative and prosecutorial agencies. Every effort will be made to ensure that duplication of, or interference with investigations does not occur between agencies. Coordination and operational awareness are important for the successful investigation of drug cases.

V. INFORMATION SHARING

- A. Information received by the NCDTF will be shared with all participating agencies in the following manner:
1. Officers assigned to the NCDTF will be responsible for disseminating appropriate information to their own supervisory liaison. The supervisory liaison will keep in mind the need for confidentiality for the safety of NCDTF officers and integrity of NCDTF investigations. NCDTF members and supervisory liaisons will not disclose any confidential NCDTF information to the general public or unauthorized personnel. Confidential information involves any operational detail, including, but not limited to, names or identities of any undercover officer, confidential informants, targets or potential targets, any surveillance activities, wire tap activities, surveillance equipment, dates, times, or any other information that may tend to identify any NCDTF investigation or operation. Nothing contained herein is intended to restrict the District Attorney's obligation to make appropriate disclosure of information in the course of prosecutions he conducts.
 2. The NCDTF supervisor will be responsible to ensure proper dissemination of information provided or developed by the NCDTF.
 3. The NCDTF will develop and maintain a system to collect, analyze, disseminate and maintain records of drug intelligence and investigations.

VI. OPERATIONS

- A. The NCDTF supervisor will be responsible for daily operations and actions of NCDTF police members, including assignments and operational decisions. The targets of the task force should be selected by the task force itself and should be less informant directed. The targets should be based upon volume of activity, which degrades the quality of life to community residents. The *mindset of the task force* should be: How can this situation be addressed in the most timely manner to most benefit community residents.
- B. The NCDTF supervisor, or, if unavailable, a designated NCDTF member (case agent) will be responsible and present for all search warrant executions and planning thereof. Prior to the execution of any search warrant, the appropriate agency will be notified of the operation to ensure that no confusion arises. Search warrant applications should be reviewed by the District Attorney's Office (except in exceptional cases) before being presented to the court for signature.
- C. An Operations Plan will be completed by the NCDTF supervisor or case agent prior to all deployments of the NCDTF. In addition a full briefing will precede all NCDTF search warrants and major arrest operations.
- D. The participating police agencies will supply additional officers to assist in NCDTF operations, as requested by the NCDTF supervisor (case by case). Such request for additional officers shall be made by the NCDTF supervisor to the officer in-charge of the assisting agency.

- E. The NCDTF supervisor will review each proposed operation in advance and determine whether regular NCDTF officers or a tactical team should be used during raid entries. If it is determined that a tactical team should be used, the NCDTF supervisor will contact the appropriate agency liaison. It will be the responsibility of the agency liaison to follow his/her departmental procedures for activating the tactical team. However, should it become evident to NCDTF members that any entry should be made immediately to protect the undercover officer, confidential informant, or integrity of the operation, entry may be made forthwith and appropriate notification will be made thereafter.
- F. Participating agencies will share resources, equipment and personnel whenever feasible.
- G. All police members of the NCDTF will be available to any participating agency in need of assistance in situations involving non-drug cases, providing that the integrity of surveillance equipment, undercover officers and confidential informants are maintained. The requesting agency should contact the NCDTF supervisor to coordinate this effort.
- H. The Sheriff of Niagara County, at his discretion, will deputize non-sheriff police members for the purpose of conducting drug investigations throughout Niagara County.
- I. Generally, the NCDTF will utilize its own standard operating procedures.
- J. The NCDTF will utilize the Niagara County Sheriff's Office for evidence storage and be responsible for submission of evidence to the Niagara County Forensic Lab for analysis.
- K. Each NCDTF police member will be responsible for completing, in a timely fashion, any additional reports or paperwork required by his or her own agency, keeping in mind the provisions of Section V of this MOU.
- L. Every NCDTF police member will have access to NCDTF police files. As a precaution, copies will not generally be issued, unless authorized by the NCDTF supervisor. Every effort will be made to disseminate information without copying files. If necessary for a supervisory liaison to review a NCDTF file, he or she is encouraged to report to the NCDTF supervisor. The NCDTF supervisor shall be available to all supervisory liaisons for such purpose. Due to the sensitive nature of drug investigations, supervisory liaisons are requested to treat information from NCDTF files accordingly, and to handle the information in a responsible manner. Files containing materials for the prosecution of cases will be provided to the District Attorney in the form requested by the District Attorney prior to the commencement of any prosecution. Such files will contain all information and documentation requested by the District Attorney.
- M. The NCDTF supervisor will establish work schedules for police officers assigned to the NCDTF in consultation with the supervisory liaison from each participating agency. It is understood that these schedules will be flexible and subject to change. Police Officers assigned to the NCDTF will provide a contact phone number to the NCDTF supervisor. It is understood and agreed that each participating agency will retain ultimate control of the work schedule of its members assigned to the NCDTF and may assign them to non-NCDTF duties to meet agency needs. Whenever feasible, the participating agencies will notify the NCDTF supervisor, in advance, that a NCDTF member will be re-assigned to non-NCDTF duties so that the supervisor may make any necessary plans to ensure adequate officers are available for NCDTF duties.

The NCDTF will coordinate with any and all Federal, State and Local agencies in the course of the execution of the official duties of the NCDTF and those agencies. The NCDTF members must SAFETNet all targets for de-confliction purposes and to enhance officer safety. If there is a conflict, NCDTF members will not, absent permission of the agency that has the target in SAFETNet, operate against that target. All conflicts must be brought to the attention of the NCDTF supervisor.

VII. ASSET SHARING

The division of USDOJ funds, vehicles or property obtained as a result of forfeitures related to NCDTF investigations shall be shared among the participating agencies pursuant to applicable laws and the United States Department of Justice Sharing Guidelines, as follows:

1. 35% to the Niagara County Drug Task Force
2. 50% to the Niagara County Sheriff's Office
3. 5% to the City of Lockport Police Department
4. 5% to the City of Niagara Falls Police Department
5. 5% to the City of North Tonawanda Police Department

All agencies must be in compliance with the criteria for participating in the Department of Justice Equitable Sharing Program in order to receive disbursements. Equitable Sharing Request Forms (DAG-71) shall be submitted by the NCDTF and not by member agencies.

In the event that the NCDTF should dissolve, all remaining USDOJ funds shall be distributed according to the percentages outlined above. The percentage allocated for the NCDTF shall be distributed to the NCSO.

VIII. MEDIA RELEASE

The NCDTF supervisor will generally coordinate any police media release or press conference regarding NCDTF matters. In major cases, or if otherwise requested specifically, the NCDTF supervisor will coordinate police media releases or press conferences with the Sheriff of Niagara County or his designee.

IX. MISCELLANEOUS

- A. This agreement may be modified at any time by written consent of the member agencies. Any participating agency may terminate its participation in NCDTF under this MOU by delivering a written notice of termination to the other participating agencies. In the event an agency terminates participation in NCDTF, any scheduled fund disbursement will be prorated based upon the length of service.
- B. This MOU may be modified only in writing and must then be accepted by all signatory parties.
- C. Each police officer assigned to the NCDTF will continue to be considered an employee of his or her own agency. All salaries, overtime and benefits or other personnel cost will be the responsibility of each officer's own agency. Each participating agency will be obligated to pay Worker's Compensation/NYSGML Section 207C and any other legal or contractual benefits for its officers assigned to the NCDTF.

- D. Each participating agency may request information and input from the NCDTF supervisor pertaining to the job performance of its officers assigned to the NCDTF for the purpose of performance evaluation. The NCDTF supervisor will provide such information and input as requested.
- E. Each police party agrees to indemnify and hold harmless the other from and against any and all claims of any third parties for damages and expenses of whatsoever nature arising from, growing out of, or related to the other's performance or sole failure to perform during and pursuant to this agreement.
- F. The NCDTF is assigned NY03100N1 as an operating NCIC. This number is for the use of the NCDTF only.
- G. The NCDTF complies with the Office of Federal Financial Management Single Audit and the Office of Management and Budget Compliance Supplement Circular A-133. The NCDTF equitable sharing is reported by the Niagara County Treasurer's Office.
- H. The NCDTF follows the Niagara County Purchasing Guidelines as established by County Resolution.

X. SIGNATURES

By executing this agreement, I hereby evidence my agency's agreement to abide by each of the terms of mutual commitment that have been outlined in this MOU for the NCDTF.

FOR THE NIAGARA COUNTY SHERIFF'S OFFICE:

James R. Voutour, Sheriff of Niagara County, New York *Date*

FOR THE CITY OF NIAGARA FALLS POLICE DEPARTMENT:

E. Bryan DalPorto *Date*
 Superintendent, City of Niagara Falls Police Department

FOR THE CITY OF NORTH TONAWANDA POLICE DEPARTMENT:

William R. Hall *Date*
 Chief, City of North Tonawanda Police Department

FOR THE CITY OF LOCKPORT POLICE DEPARTMENT:

Michael Nieth
Chief, City of Lockport Police Department

Date

FOR THE NIAGARA COUNTY DRUG TASK FORCE:

Scott A. Lombardo
Captain, Niagara County Drug Task Force

Date

XVII.
JAN 17 2017

December 22, 2016

Daniel R. Quinn
City Clerk/Treasurer
216 Payne Avenue
North Tonawanda, NY 14120

Traffic Safety Minutes:

The December 2016 meeting of the North Tonawanda Traffic Safety Committee was called to order at 1900 hours. Roll call showed the following members present: R. Frank, A. Vater, M. Lemke, E. Smolinski, M. Daigler, and A. DiBernardo. The minutes from the previous meeting were read and accepted, the following new requests were discussed, and the following recommendations made.

1. The Committee discussed at request to place "30 minute parking" signs in front of Louis Texas Hots on Webster Street. The Committee is not sure this is a good idea, and will most likely start a trend with additional business's in the Downtown area making the same request. Member Smolinski will research and report at the January meeting.
2. Member Smolinski requested "No Parking" signs be placed on the East side of Oliver Street, from Sweeney Street to the first driveway. This will make navigation of the curve safer.
3. Member Lemke recommends removal of the stop sign located at the intersection of Fairmont and Farnsworth. All members present are in agreement and recommend removing the sign.
4. Member Frank recommends removal of 30 minute parking signs on Schenck Street where the Payne Avenue sign shop was. All members present agree and recommend removing the signs.
5. Member Daigler received a request to place "no parking" signs on Euclid near Plastics Drive. This is a safety issue in recent years with parking during winter months restricting access for City snowplows, garbage trucks, and fire trucks. Member Sikora had a conversation with management of the bus depot in the area and was informed employees are aware of the problem and continue to park in the area. This is an emergency situation and was discussed with the Mayor. The signs will be placed.
6. A request for handicapped sidewalks in the area of East Goundry and Briarwood was discussed. The Committee does not see a need for the request.

NORTH TONAWANDA NY

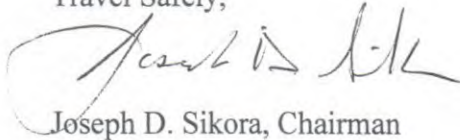
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7. Terrace parking applications were discussed and the following recommendations made:
730 Oliver Street - approved, 784 Oliver Street – Table, 665 Oliver Street – approved,
207 Robinson Street – denied, 596 Oliver Street – approved, 351 Daniel Drive – denied,
661 Oliver Street – approved, 50 Second Avenue – approved, 404 Oliver Street –
approved, 110 Robinson Street – table, and 650 Treichler Street – approved unless
property is sold in the future.

Meeting adjourned at 2015 hours.

Travel Safely,



Joseph D. Sikora, Chairman

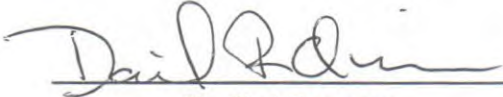
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JAN 17 2017

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	11	110.00
		Sub-Total:		\$110.00
A1603	Misc. Fees	Birth Certificates	38	400.00
		Death Certificates	125	1,280.00
		Deaths Recorded	15	0.00
		Free Birth Certificates	1	0.00
		Genealogy Birth	1	11.00
		Genealogy Death	1	11.00
		Sub-Total:		\$1,702.00
A2110	Planning & Zoning Fees	Board of Appeals App.	2	100.00
		Sub-Total:		\$100.00
A2501	Snowplow Permit	Snowplow Permit	13	530.00
		Sub-Total:		\$530.00
A2505	Marriage License Fee	Marriage License Fee	13	227.50
		Sub-Total:		\$227.50
A2506	Conservation	Conservation	5	5.36
		Sub-Total:		\$5.36
A2540	Racing & Wagering Fees	Bingo License	75	562.50
		Bingo Proceeds	6	108.76
		Sub-Total:		\$671.26
A2541	Racing & Wagering Fees	Games of Chance License	4	40.00
		Sub-Total:		\$40.00
A2542	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	71	426.00
		Female, Unspayed	6	72.00
		Male, Neutered	57	342.00
		Male, Unneutered	10	120.00
		Replacement Tags	1	3.00
		Sub-Total:		\$963.00
A2610	Minor Sales	Parking Tickets	32	5,990.00
		Sub-Total:		\$5,990.00

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 NORTH TONAWANDA N.Y.

Account#	Account Description	Fee Description	Qty	Local Share
Total Local Shares Remitted:				\$10,339.12
Amount paid to:	New York State Comptroller			843.75
Amount paid to:	New York State Comptroller's Office			60.00
Amount paid to:	New York State Department of Health			292.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			176.00
Amount paid to:	NYS Environmental Conservation			91.64
Total State, County & Local Revenues:		\$11,803.01	Total Non-Local Revenues:	\$1,463.89

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

1/3/17

 Date

City of North Tonawanda

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

1/12/2017

XXV.1
JAN 17 2017

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

Dear Sirs and Mesdames:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of December 2016.

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NORTH TONAWANDA, N.Y.

General Fund

Balance Fwd - Checking	1,588,788.57
Balance Fwd - Money Market	5,796,005.67
Receipts for the month	5,998,409.00
Warrants Drawn	(6,706,536.31)
	<hr/>
	\$6,676,666.93

Sewer Fund

Balance Fwd - Checking	605,157.11
Balance Fwd - Money Market	886,804.21
Receipts for the month	1,087,207.09
Warrants Drawn	(554,985.67)
	<hr/>
	\$2,024,182.74

Water Fund

Balance Fwd - Checking	441,723.35
Balance Fwd - Money Market	2,537,565.21
Receipts for the month	832,143.29
Warrants Drawn	(335,874.43)
	<hr/>
	\$3,475,557.42

Trust & Agency Fund

Balance Fwd - Checking	364,084.33
Receipts for the month	85,540.62
Warrants Drawn	(80,008.36)
	<hr/>
	\$369,616.59

Capital Construction Fund

Balance Fwd - Checking	118,578.01
Balance Fwd - Money Market	2,061,171.30
Receipts for the month	1,023,905.17
Warrants Drawn	(546,074.72)
	<hr/>
	\$2,657,579.76

Community Development Fund

Balance Fwd - Checking	18,886.78
Receipts for the month	100,000.00
Warrants Drawn	0.00
	<hr/>
	\$118,886.78

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	239,161.00
Warrants Drawn	(239,161.00)
	<hr/>
	\$0.00

Housing Rehabilitation Fund

Balance Fwd	131,174.47
Receipts for the month	3.02
Warrants Drawn	-45,602.00
	<hr/>
	\$85,575.49

Home Rehabilitation Fund

Balance Fwd	62,159.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$62,159.56

Section 108 Fund

Balance Fwd	6,593.97
Receipts for the month	1,817.94
Warrants Drawn	0.00
	<hr/>
	\$8,411.91

Respectfully submitted,



Daniel R. Quinn
City Clerk - Treasurer

cc: M. Dotterweich

CITY OF NORTH TONAWANDA
Senior Citizen Center
110 Goundry St.
North Tonawanda, New York 14120
716-695-8582

XXV.2

JAN 17 2017

January 3, 2017

The Honorable Mayor Arthur Pappas
And Common Council
216 Payne Avenue
North Tonawanda, New York 14120

Ladies and Gentlemen:

The following information is submitted for your perusal concerning participants in various programs offered at the Senior Citizen Center for the month of December 2016.

Senior Center's Total Monthly Attendance **1,325**

Recreation Programs: Bingo, club events, General Membership Meetings, Club 99, special events, cards games & pool room.

Unduplicated: 644

Duplicated: 106

Educational Programs: AARP Driving Course, Speakers series & Information/Referral

Unduplicated: 20

Duplicated: 9

Service Programs: Grocery Shopping, Food Pantry, Nutrition, Food Stamp, Attorney

Unduplicated: 293

Duplicated: 253

Sincerely,

Pamela A. Hogan

NORTH TONAWANDA NY

2017 JAN - 3 PM 4: 25

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XXV.3
JAN 17 2017

NORTH TONAWANDA
Department of Youth, Recreation & Parks



500 Wheatfield St.
North Tonawanda, New York 14120
Phone (716) 695-8520
Fax (716) 695-8533

Patricia Brosius, Director

January 4, 2016

The Honorable Mayor Art Pappas
And Common Council
216 Payne Ave
North Tonawanda, NY 14120

Ladies and Gentleman:

The following information is submitted for your perusal concerning participants in various programs offered at the Youth Center for the month of December 2016.

Total Attendance:

Unduplicated: 583 Duplicated: 2,126 # Days Open: 20 Avg/day: 106 kids/day

1. Recreational/Social Activities

(Basketball Clinics, Soccer Clinics, Cheerleading Class, Dance Class, Nerf Wars, Club Karaoke, Tumbling, Open Gym, Sport of the Day, Games, Activities, Holiday Party and Open Play).

Unduplicated: 568 Duplicated: 2,081

2. Educational Programs

(Nutrition Classes- Snack Attack; Girl Scouts;)

Unduplicated: 34 Duplicated: 96

NORTH TONAWANDA N.Y.
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3. Service Programs

None

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex Domaradzki', with a stylized flourish at the end.

Alex Domaradzki
Youth Coordinator
695-8520 ext. 5510
ntyouthcenter@gmail.com

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

January 1, 2016 thru December 31, 2016

XXVI

JAN 17 2017

Sick Days

Employee	Forward	2016	Sub Total	Used	Bank	Balance
		0				
Denise Proefrock	114	12	126	2	0	124
Louise Mather	302	12	314	0	0	314
Lori Swartz	86	12	98	0	0	98
Denise Abramo	30	12	42	0	0	42
Michele Ackerman	63	12	75	0	0	75
Sarah Cake	1	12	13	10	0	3

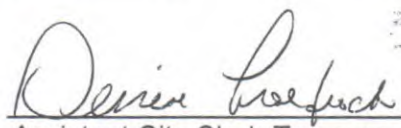
Vacation Days

Employee	Forward	2016	Sub Total	Used	Forfeit	Balance
Denise Proefrock	3	25	28	26	0	2
Louise Mather	110	25	135	30	101	4
Lori Swartz	0	15	15	15	0	0
Denise Abramo	4	15	19	15	0	4
Michele Ackerman	0	15	15	14	0	1
Sarah Cake	6	11	17	17	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
Michele Ackerman	5	5	0	0
Sarah Cake	5	5	0	0

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 NORTH TONAWANDA N.Y.


 Assistant City Clerk-Treasurer
 Denise Proefrock

XXVI.2

JAN 17 2017

MEMO

Building Inspector's Office
City of North Tonawanda
(716) 695-8595
FAX (716) 695-8544

To: Hon. Arthur Pappas & Council

Date: January 9, 2017

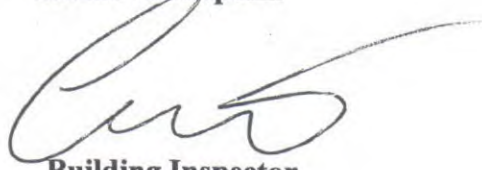
From: Cosimo R. Capozzi
Building Inspector

Re: Vacation/Sick days
report Jan-December 2016

Attached, please find copies of the vacation and sick days report for January 1 through December 31, 2016

Cc. file
Mayor
Council
Accounting

Cosimo R. Capozzi



Building Inspector

NORTH TONAWANDA, N.Y.
2017 JAN - 9 AM 10:14
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City of North Tonawanda

CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED 1/1/2016 THROUGH 12/31/2016

Robert C DePaolo Code Enforcement/Electrical Inspector

<u>Sick Days</u>	Balance Forward	17	Days
	Earned	12	Days
	Used	1	Days
	Sick Bank Donation	0	Days
	Remaining	28	Days

<u>Vacation Days</u>	Balance forwarded	6	Days
	Earned	11	Days
	Used/cashed in	4.5	Days
	Remaining	12.5	Days

	Balance forwarded	0	
<u>Birthday & Personal days</u>	Earned	5	Days
	Used	5	Days
	Remaining	0	Days

City of North Tonawanda

CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED 1/1/2016 THROUGH 12/31/2016

Cosimo R. Capozzi – Building Inspector

<u>Sick Days</u>	Balance Forward	154	Days
	Earned	12	Days
	Used	0	Days
	Sick Bank Donation	0	Days
	Remaining	166	Days

<u>Vacation Days</u>	Balance forwarded	18	Days
	Earned	20	Days
	Used/cashed in	24	Days
	Remaining (2016)	14	Days

	Balance forwarded	3	
<u>Birthday &</u>	Earned	1	Days
<u>Personal days</u>	Used	2	Days
	Remaining	2	Days

City of North Tonawanda
CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED 1/1/2016 THROUGH 12/31/2016

John Stahlman –Assistant Building Inspector

<u>Sick days</u>	Balance Forward	377 days
	Earned	18 days
	Used	16 days
	Sick Bank Donation	0 days
	Remaining	379 days

<u>Vacation days</u>	Carryover from 2015	15.5 days
	Earned	25 days
	Used	33.5 days
	Remaining (to be used in 2017)	7 days

Birthday & Personal days

	Earned	5 days
	Used	5 days
	Remaining	0 days

~~XXVII~~

JAN 17 2017

MEMO

Building Inspector's Office
City of North Tonawanda
(716) 695-8595
FAX (716) 695-8544

To: Hon. Mayor & Council

Date: January 9, 2016

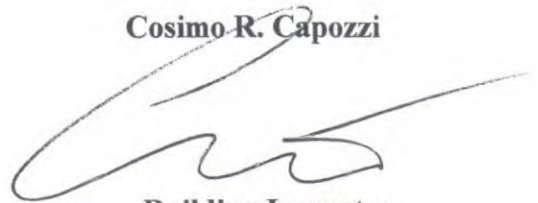
From: Cosimo R. Capozzi
Building Inspector

Re: Annual revenue report

Attached, please find a copy of our annual revenue report for 2016.

Cc. file
Mayor
Council

Cosimo R. Capozzi



Building Inspector

NORTH TONAWANDA N.Y.

2017 JAN -9 AM 10:14

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CITY CLERK'S OFFICE

Memo

Building Inspector's Office
City of North Tonawanda
(716) 695-8595
FAX (716) 695-8544

To: Honorable Mayor and Common Council

Date: January 9, 2017

**From: Cosimo R. Capozzi
Building Inspector**

**Re: Revenue Report
January 1 to December 31, 2016**

Following is a summary report of activities in the Building Department from January 1 to June 30, 2016.

Contractor licenses- 642 licenses issued,	\$ 64,200
Building Permits-1544 permits,	\$ 155,150
Plumbing Licenses- 82 licenses and exam fees	\$ 7,725
Plumbing Permit fees	\$ 43,505
Auto dealer/storage licenses- 24 licenses,	\$ 2,300
Property research	\$ 1,715
<hr/> Total collected to date-	<hr/> \$ 274,595

Cc. File

CFO - A

JAN 17 2017

January 2017

Peter Drossos
Administrative Assistant to The Mayor
Town Hall
Payne Avenue
North Tonawanda, New York

Dear Peter,

The fifth "Come Fly a Kite to Help Homeless Veterans" event is in the planning stages with an expected date to be on Saturday June 3, 2017

We would like to again request the soccer field at Gratwick Waterfront Park for this date.

We will need all the area south of the shelter for our fundraiser.

We appreciate the fee waiver in the years past and hope this will be granted again this year.

We would like to ask that trash cans be distributed throughout the area of the event to help keep litter to a minimum.

We will also need the storage building to be open so we can plug in extension cords for electric service.

We would like to have a snow fence put up along River Road as a safety measure. In past years, we have not seen too many people that far out in the field but with children you just never know.

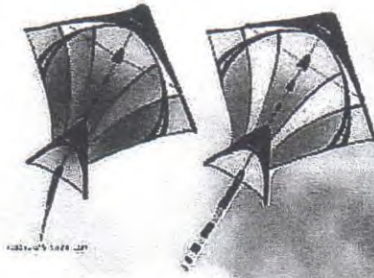
In previous years there were a number of soccer nets on the field. We were able to move them off to the side OK. We don't have a great deal of time to set up all the things we need for the event and moving the nets is a cumbersome lengthy process. The guys did a great job last year clearing them and it was appreciated greatly. Do what you can.

Again, the committee for this important fundraising event wants to thank you and the City of North Tonawanda for your continued support.

Sincerely,

Jack Michel
716-435-7210

NORTH TONAWANDA N.Y.
2016 DEC 23 AM 11:14
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CITY CLERK'S OFFICE

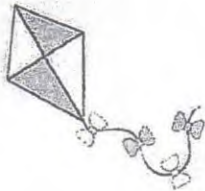


Come Fly A Kite For Homeless Veterans

please join us for a Free Family Event

**June 3rd, 2017
12noon ~ 4p.m.**

**Gratwick Waterfront Park
North Tonawanda, NY**



**Food & Refreshments will be available for purchase
(please do not bring any alcohol)**

Free Kites will be available for everyone

Any questions please call

(716) 435-7210 or (716) 515 5844

Hosted By



**VA
Health
CARE**

Defining
EXCELLENCE
in the 21st Century

VA Health Care Upstate New York
VA Western New York Healthcare System
6495 Baily Avenue Buffalo, NY 14218
222 Richmond Bldg. Buffalo, NY 14206
www141buffalo.gov



Veterans One-stop Center
of Western New York, Inc.

www.VOCWNY.org



VET-SHERD
INC.



Donations will be accepted. All proceeds will go to help Homeless Veterans in WNY.



Come Fly a Kite for Homeless Veterans

December 2016

Did you know that on any given night, more than 62,000 United States Veterans find themselves without a roof over their heads and without a secure place to sleep? Throughout the course of a year, more than twice as many Veterans will experience homelessness. In 2015, the VA program in Western New York assisted more than 2,400 Veterans who were homeless or at risk of becoming homeless. Many of these Veterans have served in Iraq and Afghanistan; 266 of these Veterans were females. Since 2011, Veterans who are at risk of becoming homeless has increased by more than 38%, a number that continues to rise.

It is with these former men and women in mind that we are pleased to announce the return of 'Come Fly a Kite For Homeless Veterans' fundraiser. Our fifth annual event will take place on Saturday, June 3, 2017.

The last 4 events each attracted more than 450 individuals and proved it to be an entertaining afternoon for families and attendees of all ages. Proceeds from our fifth annual event will be donated to the WNY Veterans Housing Coalition, VetsHERD, Inc., the VA Healthcare for Homeless Veterans Program and the Veterans One-stop Center, assisting these organizations in their ongoing commitment to end Veteran homelessness, to ensure Veterans safe, secure, and affordable housing, and to provide services for homeless and at risk of homeless Veterans across Western New York.

We are currently a 501©3 non-profit seeking donations to assist us in the development of this event. Donations will help us offset the cost of food, beverages, publicity, posters/flyers/mailings, and the cost of kites, which we provide at no cost for every attendee. Donations for raffles are gladly accepted also.

In return for your donation, your name (or the name of your business) will be displayed on specific information including our event website, promotional materials, and at the event itself. Please complete the attached donation form and submit it with your donation. All donations will be acknowledged. For additional information, contact Alex Lauer (716) 898-0110, Jack Michel at (716) 435-7210 or Celia O'Brien at (716) 515-5844; or email cobrien@wnvvhc.org. You may also visit our website at www.kitesforvets.org. Donations accepted all year.

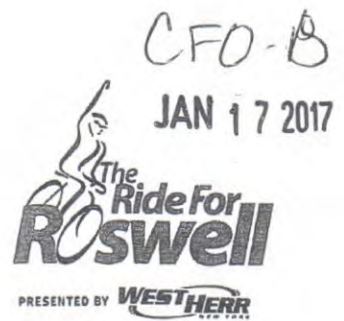
We thank you for supporting the 'Come Fly a Kite for Homeless Veterans' event, and for supporting our event donors in their ongoing work to prevent homelessness among our community's Veteran population.

Sincerely,
"Come Fly a Kite" for Homeless Veterans' Event Committee

Make checks payable to: **Come Fly a Kite For Homeless Veterans 2017**

Return payment to: **c/o WNY Veterans Homeless Coalition, 1416 Main Street, Buffalo, NY 14209.**

Name: _____ Amount Donated _____
Organization/Company _____
Address: _____
City/State/Zip code: _____
Phone #: _____ E-mail: _____



September 8, 2016

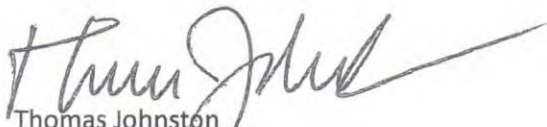
Mayor Arthur G. Pappas
City Hall
216 Payne Ave
North Tonawanda, NY 14120

Dear Mayor Pappas:

I am writing to request permission to conduct The Ride For Roswell within the City of North Tonawanda on Saturday June 24, 2017. We anticipate 10 – 12 routes starting at UB Amherst and at Roswell Park Cancer Institute, all ending at UB Amherst. We would like to plan one in the City of North Tonawanda – the Canada Route from Niagara Falls to the City of Tonawanda, riding to UB Amherst via River Road and the Seymour Street Bridge.

The City of North Tonawanda is an integral part of The Ride For Roswell, and we appreciate the critical cooperation and support from city government that keeps The Ride safe and successful. I look forward to working with you and your team to make the 22nd Ride For Roswell the best yet.

Sincerely,


Thomas Johnston
Operations Manager

thomas.johnston@roswellpark.org
(716) 845 – 3945
Elm & Carlton Streets
Buffalo, NY 14263

Cc: William Hall, Chief of Police

NORTH TONAWANDA NY

2016 SEP 12 AM 11:01

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CFO-C

JAN 17 2017

North Tonawanda City School District

North Tonawanda Middle School

1500 Vanderbilt Avenue ♦ North Tonawanda NY 14120 ♦ (716) 807-3700

Gregory Woytila
Superintendent

Gregory Burgess
Principal

John Steckstor
Assistant Principal

October 26, 2016

North Tonawanda Common Council
President Philip "Russ" Rizzo
216 Payne Avenue
North Tonawanda, NY 14120

Dear Mr. Rizzo:

I am writing to you to request permission for North Tonawanda School District's fifth annual 5K and 1 mile family fun run to be held on Saturday, May 6, 2017 at 9 AM. We intend for the races to begin and end at North Tonawanda Middle School. I have attached a proposed race route, which runs through Wurlitzer Park. Our course was certified a few years ago and has been the same every year.

I have been in contact with Captain Roger Zgolak, who is in support of our presented route and schedule. I would like to request police escort and presence at critical intersections, as well as DPW assistance in providing barricades along the route.

We are very excited to offer this event for our community at a very low cost for adults, and hopefully free for children, as we are promoting good overall community health. Our hope is to continue this as a yearly event.

Thank you for your consideration of this request. If you need further information, please contact me at 807-3715.

Sincerely,



Sue Evarts
School Counselor
5K Event Coordinator

NORTH TONAWANDA NY

2016 OCT 28 AM 10:25

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North Tonawanda Health Fair 5K

North Tonawanda, NY



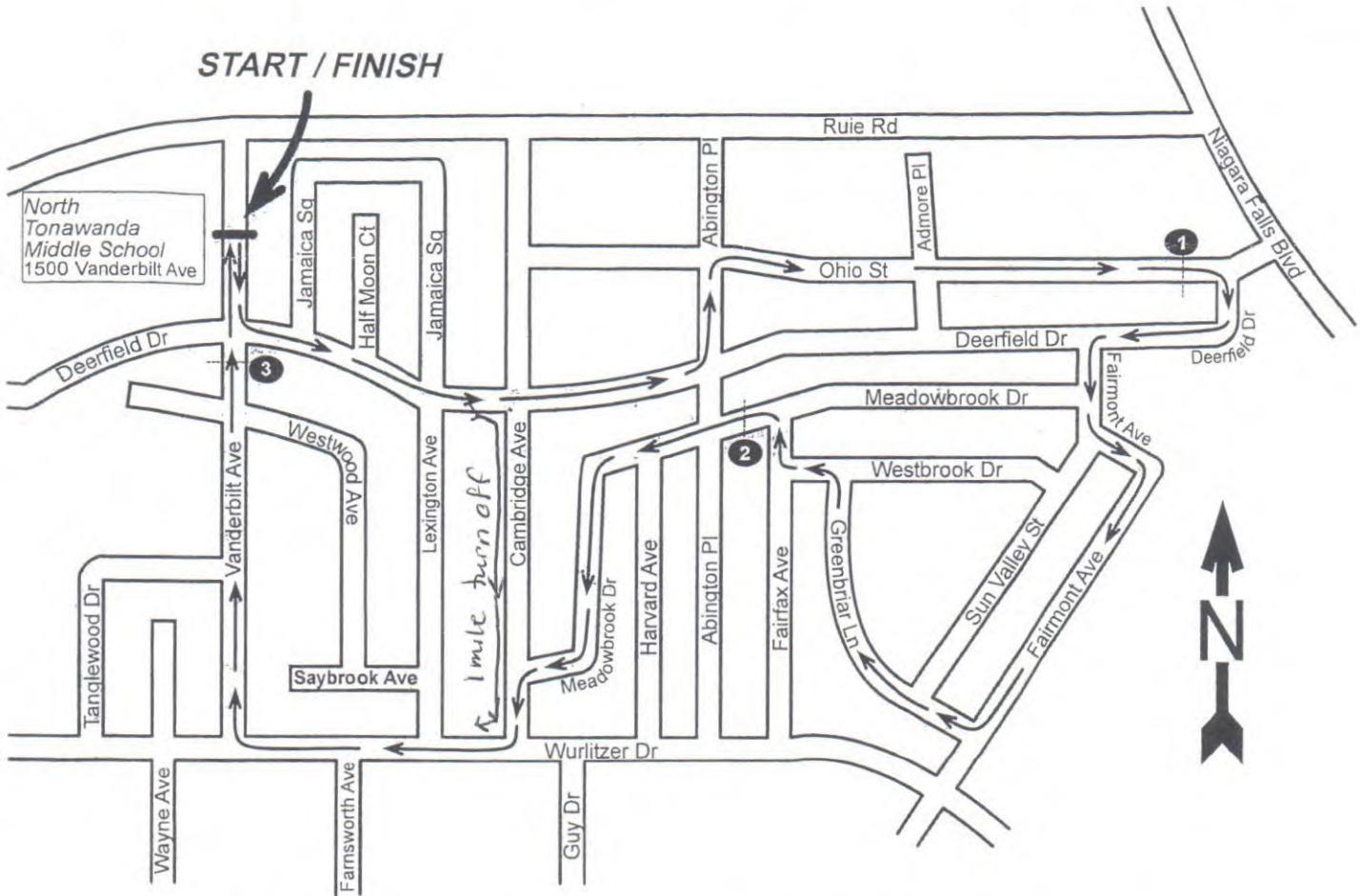
USATF Certificate

NY14009JG

Effective: 03/23/2014
through 12/31/2024

Distance: 5 Km
Measured: March 11, 2014
Measurer: Jeff John
BuffaloRunners.com
Calibration: Laborers Way (NY12132JG)

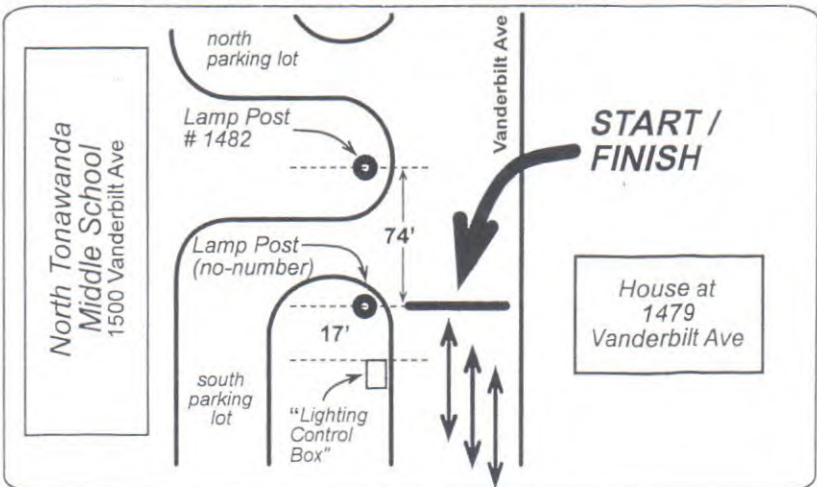
START / FINISH



Mile Splits

- START** At 1479 Vanderbilt Ave and in front of the North Tonawanda Middle School, and 17' north of "Lighting Control Box" and 74' south of Lamp Pole # 1482.
- 1 MILE** 887 Ohio St and 21' before (west of) Pole # NG 885.
- 2 MILE** 674 Meadowbrook Dr at Pole # NG 673.
- 3 MILE** At the south edge of the driveway at 1437 Vanderbilt Ave, between Deerfield Dr and Westwood Ave.
- FINISH** Same as START location.

START and FINISH Detail



CFO-D

JAN 17 2017



NIAGARA FRONTIER BOAT RACING ASSOCIATION

November 3, 2016

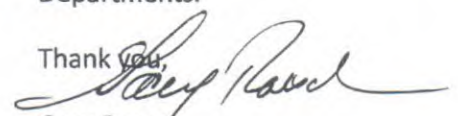
City of North Tonawanda
Honorable Arthur G. Pappas Mayor
216 Payne Ave
North Tonawanda, New York 14120

Dear Mayor Pappas;

In preparation for our 13th Thunder on the Niagara scheduled for August 5-6, 2017, I'm requesting the use of Gratwick Park.

We will begin setting up the park Friday morning and the event will take place Saturday and conclude at 7pm Sunday. We will have all the fencing removed and park cleaned by noon on Monday the 7th. We ask that the ramps be closed from noon Friday till 8pm Sunday.

As in the past, we appreciate the cooperation and assistance from all the North Tonawanda Departments.

Thank you,

Gary Roesch

4068 East River Rd
Grand Island, NY 14072
H-773-3967
C- 583-7969

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2016 NOV - 7 AM 10:19
NORTH TONAWANDA NY



CFO-E
JAN 17 2017

**GATEWAY HARBOR OF THE TONAWANDAS, INC.
254 SWEENEY ST.
NORTH TONAWANDA, NY 14120**

December 15, 2016

Mayor Art Pappas
Common Council of the City of North Tonawanda
216 Payne Ave.
North Tonawanda, NY 14120

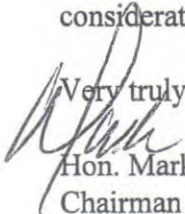
Re: Green Beer Sunday
Sunday, March 5, 2017

Gateway Harbor with the cooperation of both the City of Tonawanda and City of North Tonawanda would like to hold its third annual Green Beer Sunday on Sunday, March 5, 2017. This event continues to grow and we encourage the participation of city officials in the parade.

We are requesting the closure of the Webster St. Bridge and the use of Gateway Park on Sweeney Street which would be the half of the street toward Webster from Noon to 4PM on that day. We will also need no parking for that half from Saturday morning at 9AM on March 4 in order to set up the tent and stage. As you know this is a family oriented event with the public.

Since this is a Gateway sponsored event there is adequate insurance. Thank you for your consideration.

Very truly yours;


Hon. Mark E. Saltarelli
Chairman

NORTH TONAWANDA, NY
2016 DEC 19 PM 4:12
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RECEIVED
DEC 19 2016
BY: _____



Mental Health Peer Connection
3108 Main St.
Buffalo, New York 14214
(716) 836-0822 (Voice/TDD)



CFO-F
JAN 17 2017

January 3, 2017

Dear Friends of North Tonawanda:

On behalf of Mental Health Peer Connection (MHPC), we are writing to revise the request to use Gratwick park for our upcoming Kite Flying Event on September 16th 2017. The event will begin at 11am on the 16th of September, and conclude at 3pm. We anticipate a group of about 100+ families to come and support Mental Health Peer Connection by flying their kites, and purchasing hot dogs and hamburgers that will be grilled by our volunteers. In order to hold this function at Gratwick Park, we are more than willing to pay the \$300 that is needed to ensure us the space.

Thank you for your time and consideration, and look forward to hearing from your council soon. Please let me know if you need any more information or documentation from me in order to make your decision easier.

Sincerely,

Maura Kelley, CPRP
Director
716-836-0822 ext. 170



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CITY CLERK'S OFFICE
2017 JAN -6 PM 12: 29
NORTH TONAWANDA N.Y.