

# 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

**May 10, 2018**

**The following meetings have been scheduled for TUESDAY, MAY 15, 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, MAY 15, 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 APRIL 28, 2018**

- 1) Legal Notice – Request for Proposals- Seeking Businesses Interested in Establishing a Commercial Operation Space on the Erie Canal Docks – City Clerk-Treasurer**

**PROOF OF PUBLICATION PUBLISHED APRIL 30, 2018**

- 1) Legal Notice – Completion of the 2018 Tentative Assessment Roll – City Assessor**

**PROOF OF PUBLICATION PUBLISHED MAY 2, 2018**

- 1) Legal Notice – Request for Proposals – Qualified Engineering Firms to Provide Services in Conducting a Feasibility Study of the City’s Memorial Pool – City Engineer**

**COMMUNICATIONS FROM CITY OFFICIALS**

- |                              |          |  |
|------------------------------|----------|--|
| <b>III.1 Clerk-Treasurer</b> | <b>-</b> | <b>Re: Permission to Remove 315 Falconer Street from the Appropriate In-Rem Foreclosure Proceeding</b>                                 |
| <b>III.2 Clerk-Treasurer</b> | <b>-</b> | <b>Re: Ridge Road Agreement between the City of North Tonawanda, NT School District, Sportsplex and Twin Cities Community Outreach</b> |
| <b>IV.1 Engineer</b>         | <b>-</b> | <b>Re: Main Street Green Infrastructure Proposals</b>  |
| <b>IV.2 Engineer</b>         | <b>-</b> | <b>Re: 2017 Draft Annual Stormwater Report</b>   |

- VII.1 Accountant - Re: Payment of the Abstract of Claims Dated May 15, 2018
- VII.2 Accountant - Re: Budgetary Transfer – To reimburse expenditures related to the award of equipment from the Department of Criminal Justice
- IX. Supt. Public Works - Re: Reappointment of Sally L. Czaja, and Kathleen M. Gannon as Commissioner of Deeds for the City of North Tonawanda
- XI.1 Fire Chief - Re: Permission to have the 2018 Fireman’s Day Parade
- XI.2 Fire Chief - Re: Appointment of Timothy A. Berecz to the position of Assistant Chief for the North Tonawanda Fire Department
- XI.3 Fire Chief - Re: Appointment of Kyle A. Stevener to the position of Captain for the North Tonawanda Fire Department
- XXV. Monthly Reports
  - .1 Clerk-Treasurer
  - .2 Senior Citizen Center

**COMMUNICATIONS FROM OTHERS**

- A. Live Hose Co. - Re: Exemption Petition for 5 Years of Service to Cody Ott

- B.**  
**Tonawanda United Veterans Council** - **Re: Permission to close the Renaissance Bridge Sunday May 27, 2018, and have a Parade down Payne Avenue, for the Annual Memorial Day Ceremonies**
- C.**  
**Marla Berry** - **Re: Permission to have a Block Party on Master Street, Saturday, June 16, 2018**
- D.**  
**I Hope Community Church** - **Re: Permission to place a sign in front of Veterans Park from May 6<sup>th</sup> -20<sup>th</sup> and July 8<sup>th</sup> – 22<sup>nd</sup>, to advertise their services at the park**
- E.**  
**The Buffalo Choral Arts Society** - **Re: Permission to place a sign on Payne Avenue near Memorial Pool from May 14<sup>th</sup> to June 3<sup>rd</sup> , to advertise their concert at the Riviera**
- F.**  
**Erie Canal Fishing Derby** - **Re: Permission to hang a banner on Payne Avenue and Oliver Street from June 20<sup>th</sup> to July 16<sup>th</sup> to promote the Fishing Derby**
- G.**  
**North Presbyterian Church** - **Re: Permission to hold an outdoor service at Brauer Park, Sunday, July 1, 2018**

Respectfully submitted,



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

STATE OF NEW YORK  
NIAGARA COUNTY, } SS, \_\_\_\_\_

MAY 15 2018

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 # 225012 was printed and published in said paper on the following dates:

04/28/2018

*Janet M. Slipko*  
Principal Clerk

Subscribed and sworn to before me this  
*5-1-18*

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

Notary Public Expiration Date

TERESA L MCCARTHY  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01MC4962698  
Qualified in Niagara County  
Commission Expires February 26, 2022

RECEIVED  
CITY CLERK'S OFFICE  
2018 MAY 2 AM 11:09  
NORTH TONAWANDA NY

**Legal Notice  
Request for Proposals**

The City of North Tonawanda hereby issues a Request for Proposals seeking qualified businesses interested in establishing a commercial operation by licensing dock space on the Erie Canal docks.

The Request for Proposals (RFP) shall be available in the following formats: hard copy (paper) and electronic email (Adobe Acrobat \*.PDF format) upon request by contacting Dan Quinn at (716)-695-8000 ext. 2101 or email to: [danquinn@northtonawanda.org](mailto:danquinn@northtonawanda.org). Each proposal shall contain the full name and address of each person or company submitting the proposal. Proposals shall be delivered NO LATER THAN Friday, May 11, 2018, at 4:00pm (EST) to:  
Dan Quinn  
Clerk-Treasurer  
City of North Tonawanda  
216 Payne Avenue  
North Tonawanda, NY 14120

All questions shall be submitted in writing and shall be mailed, emailed or faxed to: Dan Quinn, 216 Payne Avenue, North Tonawanda, NY 14120, or [danquinn@northtonawanda.org](mailto:danquinn@northtonawanda.org).

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of North Tonawanda reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

#N225012 4/28/2018

MAY 15 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 # 223804 was printed and published in said paper on the following dates:

04/30/2018

RECEIVED  
CITY CLERK'S OFFICE

2018 MAY 2 AM 11:09  
NORTH TONAWANDA NY

*Janet M. Slipko*  
Principal Clerk

Subscribed and sworn to before me this  
5-1-18

*Teresa L. McCarthy*

Teresa L. McCarthy 02/26/2022

Notary Public Expiration Date

TERESA L MCCARTHY  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01MC4962698  
Qualified in Niagara County  
Commission Expires February 26, 2022

**LEGAL NOTICE  
COMPLETION OF  
2018 TENTATIVE ASSESSMENT ROLL**

Notice is hereby given that the 2018 Tentative Assessment Roll for the City of North Tonawanda, New York has been completed and verified pursuant to Section 516 of the Real Property Tax Law and is on file in the office of the City Assessor, the web page [www.northtonawanda.oarsystem.com](http://www.northtonawanda.oarsystem.com), in the North Tonawanda Public Library and also at Niagara County Real Property Tax Services' website where it is open for public inspection as provided by law.

RP-524 Grievance Forms to challenge your tentative assessment with the Board of Assessment Review will also be available in all 4 locations.

The Board of Assessment Review will meet on Tuesday, May 22nd, 2018 At City Hall 216 Payne Ave., North Tonawanda, 14120 in the Common Council Chambers from approximately 5:30 P.M. to 9:30 P.M. The Board will hear and examine all verified written RP-524 complaint forms that have been submitted to the Assessor's Office by 4:30 P.M. May 22nd, 2018 or can be brought into the Board of Assessment Review meeting. Call 695-8597 to verify the starting time the night of May 22nd, 2018.

Barbara W. Klenke  
City Assessor  
City of North Tonawanda  
#N223804

5/1/2018

MAY 15 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

RECEIVED  
CITY CLERK'S OFFICE

2018 MAY 3 AM 10:44  
NORTH TONAWANDA NY

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 225263 was printed and published in said paper on the following dates:

05/02/2018

*Janet M. Slipko*  
Principal Clerk

Subscribed and sworn to before me this

*5-2-18*

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

Notary Public Expiration Date

TERESA L MCCARTHY  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01MC4962698  
Qualified in Niagara County  
Commission Expires February 26, 2022

**Legal Notice  
Request for Proposals**

Sealed proposals will be received by the City of North Tonawanda in the City Clerk's Office, 216 Payne Avenue, North Tonawanda, NY 14120, until Monday, May 21, 2018, at 4:00pm (EST) from qualified engineering firms to provide professional services in conducting a feasibility study of the City's Memorial Pool.

The Request for Proposals (RFP) shall be available in the following formats: hard copy (paper) and electronic email (Adobe Acrobat \*.PDF format) upon request by contacting Daniel Quinn at (716)-695-8555 or email to: [danquinn@northtonawanda.org](mailto:danquinn@northtonawanda.org). Each proposal shall contain the full name and address of each person or company submitting the proposal. Proposals shall be delivered NO LATER THAN Monday, May 21, 2018, at 4:00pm (EST) to:

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

All questions shall be submitted in writing and shall be mailed or emailed to: Daniel Quinn, City Clerk, 216 Payne Avenue, North Tonawanda, NY 14120, or [danquinn@northtonawanda.org](mailto:danquinn@northtonawanda.org).

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of North Tonawanda reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

#N225263 5/2/2018

111.1

# City of North Tonawanda

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

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

Lori Swartz  
Assistant City Clerk  
  
Denise Proefrock  
Assistant City Treasurer

**MAY 15 2018**

May 7, 2018

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

Dear Honorable Mayor and Common Council:

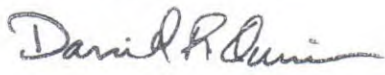
Please be advised that I have received payment in full for back City, School and County taxes, per their tax agreement with the City, for the following parcel:

182.79-2-38                      315 Falconer Street                      Alan Henderson

Therefore, please pass the necessary resolution withdrawing this parcel from the appropriate In Rem foreclosure proceeding.

Thank you for your cooperation.

Very truly yours,



Daniel R. Quinn  
City Treasurer

RECEIVED  
CITY CLERK'S OFFICE

2018 MAY 7 AM 8:38  
NORTH TONAWANDA NY

cc: Luke Brown, City Attorney



# 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  
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Fax: (716) 695-8557

MAY 15 2018

May 10, 2018

Honorable Mayor and  
Common Council  
216 Payne Ave – City hall

Re – Ridge Road Agreement

Dear Common Council

I am requesting that you approve the agreement between the City of North Tonawanda, North Tonawanda City School District, Sportsplex, Inc., and Twin Cities Community Outreach Inc. regarding the repairing and paving of Ridge Road pending final City Attorney review.

Regards



Daniel R. Quinn  
City Clerk-Treasurer

RECEIVED  
CITY CLERK'S OFFICE

RECEIVED  
CITY CLERK'S OFFICE

## North Tonawanda City School District

176 Walck Road  
North Tonawanda, New York 14120  
e-mail: gwoytila@ntschoools.org  
phone: 716-807-3500

May 1, 2018

City of North Tonawanda  
City Hall  
216 Payne Avenue  
North Tonawanda, NY 14120  
Attn: Luke A. Brown, City Attorney

Sportsplex Inc.  
90 Ridge Road  
North Tonawanda, NY 14120  
Attention: Joseph Robinson, President

Twin Cities Community Outreach Inc.  
100 Ridge Rd  
North Tonawanda, NY 14120  
Attn: Roseann Lureman, President

Re: Roadway Paving Agreement – 50' Wide Extension of Ridge Street

Ladies and Gentlemen:

The purpose of this letter (this "Agreement") is to memorialize the agreement among **NORTH TONAWANDA CITY SCHOOL DISTRICT**, a New York municipal corporation organized and existing under the Education Law of the State of New York with offices at 175 Humphrey Street, North Tonawanda, NY 14120 (the "School District"), the **CITY OF NORTH TONAWANDA**, a New York municipal corporation with offices at 216 Payne Avenue, North Tonawanda, NY 14120 (the "City"), **SPORTSPLEX INC.**, a New York corporation with offices at 90 Ridge Street, North Tonawanda, New York 14120 ("Sportsplex"), and **TWIN CITIES COMMUNITY OUTREACH INC.**, a New York not-for-profit corporation with offices at 100 Ridge Road, North Tonawanda, NY 14120 ("Twin Cities") regarding the repair and repaving of portions of the 50 feet wide strip of land improved by a private access road which is shown crosshatched and labeled "50 WIDE EASEMENT" on the Property Sketch attached hereto as **Exhibit "A"** (the "Roadway").

The School District, as owner of the real property known as 98 Ridge Street, North Tonawanda, New York (Tax Parcel No. 182.05-2-9.112) and the real property commonly known as 110 Ridge Street, North Tonawanda, New York (Tax Parcel No. 182.05-2-9.2), Sportsplex, as owner of the real property known as 90 Ridge Street, North Tonawanda, New York (Tax Parcel No. 182.05-2-9.12), and Twin Cities, as owner of the real property known as 100 Ridge Street, North Tonawanda, New York (Tax Parcel No. 182.05-2-9.111), each use the Roadway for ingress and egress to and from their respective properties, and portions of the Roadway are in need of repaving.

The School District, Sportsplex, and Twin Cities (collectively, the “Property Owners”) and the City wish to arrange for the repaving of certain portions of the Roadway, in the manner and on the terms and conditions set forth below:

1. The Project. The City hereby agrees to perform the repaving work more particularly described in the letter from the City Department of Public Works dated April 4, 2018 and attachments, copies of which are attached hereto as **Exhibit “B”** (collectively, the “City Work Letter”), as supplemented by this Agreement, and any work reasonably inferable therefrom (the “Work”), in connection with the Roadway, in accordance with the terms, covenants, and conditions of this Agreement.

2. Specifications and Requirements. The City, in performing the Work, shall comply with the specifications and requirements described in the City Work Letter and in accordance with applicable City ordinances, codes, and other requirements (hereinafter referred to collectively as the “City Specifications and Requirements”).

3. Permits and Licenses. The City shall obtain, at its expense, any necessary permits, licenses, approvals for the Work.

4. Contingency for Board of Education Approval. This Agreement is contingent upon and shall not become effective unless and until it is approved by the School District’s Board of Education (“Board of Education Approval”).

5. Commencement and Completion of Work. The City shall obtain any necessary permits, and shall commence the Work within fifteen (15) days after the School District notifies the City that the Board of Education Approval (as hereinafter defined) has been granted (the “Commencement Date”). The City shall substantially complete all of the Work within thirty (30) days after the Commencement Date (the “Completion Date”), unless prevented from doing by any act or neglect of any of the Property Owners, or other circumstances beyond the control of the City.

6. Labor, Materials and Equipment. Subject to the Property Owners’ obligations described below to compensate the City for all costs of the labor and materials required in

connection with the Work, the City shall provide all labor, materials and equipment necessary for the Work, and will perform the Work in good workmanlike manner in accordance with all City Specifications and Requirements.

7. Cost of Materials. Sportsplex and Twin Cities shall be responsible for paying the full **\$11,575.08** cost of the materials required for the Work, as described in the City Work Letter, to the City, in advance, before the Commencement Date of the Work, as follows:

- (a) Sportsplex contribution: \$6,575.08
  - (b) Twin Cities contribution: \$5,000.00
- Total: \$11,575.08.

8. Cost of Labor. The School District shall be responsible for paying the full **\$5,109.40** cost of the labor required for the Work, as described in the City Work Letter, upon completion of the Work, by transferring to the City the title to a used school bus (the "School Bus"), which is more particularly described below, and which has an estimated current market value that is roughly equivalent to such labor cost:

Bus 90  
year 2008  
Make/model Ford E-350  
VIN - 1FD3E35P68DB23596.

Title to the School Bus shall be transferred by the School District to the City by Bill of Sale upon completion of the Work, and the City shall accept the School Bus in its "AS IS" condition, without any representations or warranties by the School District as to the condition of the School Bus.

9. Site Supervision. During the performance of the Work, the City shall keep a competent superintendent at the project site, and the City shall be solely responsible for taking such steps as are reasonably necessary to ensure public safety during the performance of the Work.

10. Insurance. Prior to commencing the Work, City shall, at its sole cost and expense, provide the School District, Sportsplex, and Twin Cities with a certificate of liability insurance protecting and indemnifying the City and each of the Property Owners against personal injury, death, and property damage arising in connection with the Work, with limits of not less than \$2 million per occurrence and \$4 million in the aggregate. The School District, Sportsplex, and Twin Cities shall each be named as certificate holders and as additional insureds on such certificate of liability insurance.

11. Indemnification. The City shall at all times defend, indemnify and hold the Property Owners (and each of them) harmless from and against any and all claims, demands and

actions and all related costs and expenses (including attorneys' fees), damages, losses, injury and liabilities of every kind and nature however caused, for personal injuries, death and/or property damage arising out of or resulting from the Work, the City's activities on or about the project site, or any act or failure to act by the City, regardless of whether such Claims are asserted by the Property Owners (or any of them), the City, third parties, or their respective agents, contractors, employees, invitees, or licensees. Termination of this Agreement shall not affect the continuing obligation of the City as an indemnitor for any claim, demand, action, etc. referred to in this section which relates to or arose out of an act or omission which took place prior to the termination of this Agreement. If any provision of this indemnification is held by a court to be invalid or void, the remaining portions shall survive.

12. Change Orders. No change orders or change directives which change the scope of the Work or increase the cost of labor or cost of materials shall be effective unless signed by the City, the School District, Sportsplex, and Twin Cities.

13. Default. If the City defaults or persistently fails or neglects to carry out the Work in accordance with this Agreement, or otherwise fails to comply with the terms, covenants and provisions of this Agreement, the Property Owners, after seven (7) days' written notice to the City, and without prejudice to any other remedy such Property Owners may have, may terminate this Agreement by written notice to the City.

14. Miscellaneous.

(a) Entire Agreement. This Agreement, including the attachments and any other materials referred to therein, constitutes the entire Agreement by and among the City, the School District, Sportsplex, and Twin Cities relating to the proposed Work, and is intended to supersede any prior Agreements among the parties with respect to the same.

(b) Modification. This Agreement shall not be amended or supplemented except by a written instrument signed by the City, the School District, Sportsplex, and Twin Cities.

(c) Authority. By executing this Agreement, the individuals executing this Agreement hereby represent and warrant that they have the authority to bind the party on whose behalf such individual has executed.

(d) Counterparts and Electronic Delivery. This Agreement may be executed in counterparts, and may be executed and delivered by facsimile or e-mail transmission. Facsimile or e-mail copies of the fully executed Agreement shall have the same force and effect as originals and the same admissibility in evidence as an Agreement containing an original signature. The parties hereby waive any objection to the contrary



**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

May 9, 2018

**MAY 15 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

2018 MAY 9 AM 10:22  
NORTH TONAWANDA NY

**Re: Main Street Green Infrastructure Proposals**

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 \$353,000 from the New York State Department of Environmental Conservation to make green infrastructure improvements to the Main Street corridor from Island Street to Thompson Street.

Green infrastructure improvements to this stretch of Main Street include structural soils and street trees, reduction in pavement width to lower impervious area, and installation of permeable pavement. Additionally, relocation of overhead utilities, and the addition of street lighting and other aesthetic improvements will also be implemented to enhance the look of this Main Street corridor.

To complete the Main Street Green Infrastructure 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 April 2018 and the City received three proposals from professional firms. A review committee was convened with representation from City Engineering, Community Development, Lumber City Development Corporation, and Department of Public Works, to review the proposals and provide a recommendation to the Council.

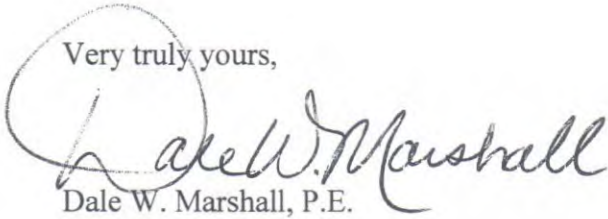
Upon review the committee is recommending the City select the proposal submitted by Erdman Anthony (EA). EA is a local firm with experience in engineering design and green infrastructure improvements. EA is partnering with Joy Kuebler Landscape Architect, PC, a North Tonawanda design firm, to fulfill the projects MWBE goals. The review

committee felt the team assembled by Erdman Anthony 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 Erdman Anthony to complete the Main Street Green Infrastructure Improvements Project and authorize the Mayor to sign a contract with Erdman Anthony, pending review and approval by the City Attorney, for the proposed fee of \$121,630.00.

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

Very truly yours,



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  
Mark Zellner, Superintendent of Public Works  
Daniel J. Ziemianski, P.E., Erdman Anthony  
Marc D. Kenward, P.E., Erdman Anthony



**City of North Tonawanda  
Department of Engineering**

City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120-5493  
[www.northtonawanda.org](http://www.northtonawanda.org)

*IV.2*  
**Dale W. Marshall, P. E.**

*City Engineer*

Phone: (716) 695-8565

Fax: (716) 695-8568

May 9, 2018

**MAY 15 2018**

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

**Re: 2017 Draft Annual Stormwater Report**

Honorable Body:

The City of North Tonawanda, in partnership with Western New York Stormwater Coalition, would like to invite the public to review and comment its draft 2017 Annual Stormwater Report in an effort to increase public awareness and encourage involvement with stormwater pollution prevention.

The Western New York Stormwater Coalition is a group consisting of representatives from Erie County, Niagara County, thirty nine regulated municipalities and environmental consultants. The members meet on a bi-monthly basis to collaborate on shared projects that support their stormwater management programs.

The draft annual report highlights the best management practices that the City of North Tonawanda has implemented in its efforts to prevent pollutants from entering municipal storm sewer systems and local waterways. The draft annual report is available for review and comment at the City Engineer's Office, Room 9 on the second floor, City Hall, 216 Payne Avenue. A copy of the report is also available online at [www.northtonawanda.org](http://www.northtonawanda.org) under the Stormwater Management Program heading. For more information, contact Dale W. Marshall, P.E. at (716) 695-8565.

Very truly yours,

Dale W. Marshall, P.E.  
City Engineer

DWM:cls

Cc: file, w/a  
Mark Zellner, Superintendent of Public Works  
Jaime Davidson, P.E., JM Davidson Engineering

**RECEIVED  
CITY CLERK'S OFFICE**

**2018 MAY 9 PM 12:08  
NORTH TONAWANDA NY**



VIII 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

**MAY 15 2018**

May 8, 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 May 15, 2018, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



Amanda Reimer  
City Accountant

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

*VII.2*  
**MAY 15 2018**

May 8, 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 transfer 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 REVENUE Account</u>	<u>From Reserve Account</u>
9	\$6,623.00	001.1000.4391 Other Public Safety	001.3120.0221 Audio Visual Equipment

Regards,



Amanda Reimer  
City Accountant

## Budget Amendment Request Form

Department: Police Department

Date: 4.23.2018

Dollar Amount	Accounts and Documentation			
<b>\$6,623</b>	Increase(Decrease) Account <u>1.1000.4391 (Revenue)</u> Account Number	Other Public Safety (Video Recordin <u>Account Description</u>	Increase(Decrease) Account <u>1.3120.0221 (Exp)</u> Account Number	Audio Visual Equipment <u>Account Description</u>

**Explanation:** To amend the 2018 Budget for 100% reimbursable expenditures related to the award of equipment from the Department of Criminal Justice. The net impact on the budget is zero.

\*\*\*COMMON COUNCIL ACTION IS NECESSARY\*\*\*

 Department Head Signature	<u>4.24.2018</u> Date
--	--------------------------

### Budget Amendment Policy

- 2.31 - All Budget Amendments require authorization by the Common Council
- 2.32 - Budget amendments can be initiated by the Department Head by completing a Budget Amendment Form and submitting to the Accounting Department for review when:
  - a) The change will result in an overall increase or decrease to appropriations and either estimated revenues/fund balance.

### For Accounting Department Use Only

Control #	Department of Accounting Audit	Common Council Meeting Date
9	<i>K</i> 4/25/18	

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

IX.

**MAY 15 2018**

758 ERIE AVENUE  
NORTH TONAWANDA, N. Y. 14120

PHONE: 695-8585  
FAX: 695-8587

May 3, 2018

Honorable Mayor & Common Council  
City Hall, 216 Payne Avenue  
No. Tonawanda, NY 14120

Re: Commissioner of Deeds

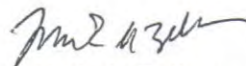
Dear Honorable Body:

I would like to request the following Employees be reappointed Commissioner of Deeds:

Sally L. Czaja  
150 Jefferson Avenue  
North Tonawanda, NY 14120

Kathleen M. Gannon  
111 Spencer Street  
North Tonawanda, NY 14120

Very truly yours,



Mark A. Zellner  
Superintendent of Public Works

MAZ/slc

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CITY CLERK'S OFFICE  
2018 MAY 3 PM4:10  
NORTH TONAWANDA NY

X1.1

CITY OF NORTH TONAWANDA  
NORTH TONAWANDA, NEW YORK 14120

MAY 15 2018

FIRE HEADQUARTERS  
495 ZIMMERMAN ST.  
JOSEPH D. SIKORA  
CHIEF  
(716) 693-2201

May 4, 2018

Daniel R. Quinn  
216 Payne Avenue  
North Tonawanda, NY 14120

Clerk-Treasurer Quinn,

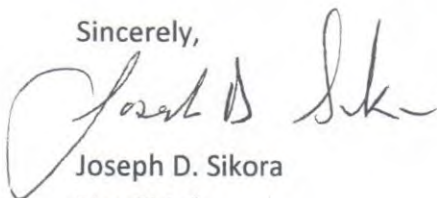
RE: 2018 Fireman's Parade Day

The annual Fireman's Inspection Day Parade will be held on June 16, 2018. This year's parade will begin in Tonawanda, with line up 13:00 hours, and the Parade leaving at 14:00 hours. I respectfully request your participation in this annual event.

Formation will be at William and Fletcher Streets in front of the Tonawanda Fire Department Headquarters, proceed down Fletcher to Grove, turn onto Main, and enter North Tonawanda over the Renaissance Bridge. In North Tonawanda we will proceed North down Webster Street ending at Goundry Street. There will be a reviewing area for City Officials and Department Officers at the intersection of Webster and Goundry Streets.

Any questions can be directed to North Tonawanda Fire Headquarters, 693-2201.

Sincerely,



Joseph D. Sikora  
Fire Chief

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2018 MAY 4 AM 9:59  
NORTH TONAWANDA NY

CITY OF NORTH TONAWANDA  
NORTH TONAWANDA, NEW YORK 14120

XI. 2

MAY 15 2018

FIRE HEADQUARTERS  
495 ZIMMERMAN ST.  
JOSEPH D. SIKORA  
CHIEF  
(716) 693-2201

May 9, 2018

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

Dear Honorable Body:

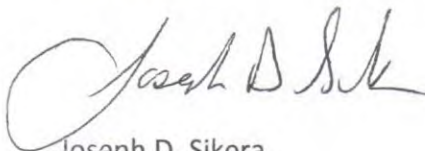
In accordance with the City Charter of the City of North Tonawanda, and pursuant to the authority vested in me by §3.002.e thereof; I make the following appointment:

Captain, Timothy A. Berecz, 288 Summit Boulevard, North Tonawanda,  
Is promoted to Assistant Chief in the City of North Tonawanda Fire Department.

Tim was selected from a list provided by the Niagara County Civil Service Commission. Tim has been a Captain for 4 years and I feel confident he is well qualified for this promotion.

A brief ceremony will be held in the Common Council Chambers on May 17, 2018 beginning at 09:30 AM. Everyone is welcome to attend.

Sincerely,



Joseph D. Sikora  
Fire Chief

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CITY CLERK'S OFFICE

2018 MAY 10 AM 11:55  
NORTH TONAWANDA NY

CITY OF NORTH TONAWANDA  
NORTH TONAWANDA, NEW YORK 14120

XI.3

FIRE HEADQUARTERS  
495 ZIMMERMAN ST.  
JOSEPH D. SIKORA  
CHIEF  
(716) 693-2201

MAY 15 2018

May 9, 2018

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

Dear Honorable Body:

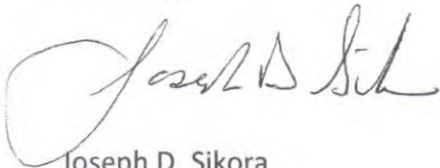
In accordance with the City Charter of the City of North Tonawanda, and pursuant to the authority vested in me by §3.002.e thereof; I make the following appointment:

Firefighter, Kyle A. Stevener, 482 Homestead Drive, North Tonawanda,  
Is promoted to Captain in the City of North Tonawanda Fire Department.

Kyle was selected from a list provided by the Niagara County Civil Service Commission. Kyle has been a Firefighter for 10 years and I feel confident he is well qualified for this promotion. He will fill the Captain position vacated with the promotion of Tim Berecz to Assistant Chief.

A brief ceremony will be held in the Common Council Chambers on May 17, 2018 beginning at 09:30 AM. Everyone is welcome to attend.

Sincerely,



Joseph D. Sikora  
Fire Chief

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CITY CLERK'S OFFICE

2018 MAY 10 AM 11:55  
NORTH TONAWANDA NY

XXV.1  
MAY 15 2018

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	21	210.00
		<b>Sub-Total:</b>		<b>\$210.00</b>
A1550	Minor Sales	Public Pound Fee	5	50.00
		<b>Sub-Total:</b>		<b>\$50.00</b>
A1603	Misc. Fees	Birth Certificates	59	590.00
		Death Certificates	55	550.00
		Deaths Recorded	14	0.00
		Free Birth Certificates	2	0.00
		Geneology Death	6	66.00
		<b>Sub-Total:</b>		<b>\$1,206.00</b>
A1980	Minor Sales	City Market	7	2,650.00
		<b>Sub-Total:</b>		<b>\$2,650.00</b>
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
		<b>Sub-Total:</b>		<b>\$50.00</b>
A2501	Permit Fees	Chicken Permits	2	50.00
		Food Truck	1	35.00
		<b>Sub-Total:</b>		<b>\$85.00</b>
A2505	Marriage License Fee	Marriage License Fee	6	105.00
		<b>Sub-Total:</b>		<b>\$105.00</b>
A2506	Conservation	Conservation	18	44.78
		<b>Sub-Total:</b>		<b>\$44.78</b>
A2540	Racing & Wagering Fees	Bingo Proceeds	7	82.47
		<b>Sub-Total:</b>		<b>\$82.47</b>
A2542	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	108	648.00
		Female, Unspayed	2	24.00
		Male, Neutered	97	582.00
		Male, Unneutered	10	120.00
		Replacement Tags	1	3.00
		<b>Sub-Total:</b>		<b>\$1,377.00</b>
A2610	Minor Sales	Parking Tickets	21	5,960.00
		<b>Sub-Total:</b>		<b>\$5,960.00</b>


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CITY CLERK'S OFFICE

2018 MAY 1 AM 9:29  
NORTH TONAWANDA NY



Account#	Account Description	Fee Description	Qty	Local Share
			<b>Total Local Shares Remitted:</b>	<b>\$11,820.25</b>
Amount paid to:	New York State Department of Health			135.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			243.00
Amount paid to:	NYS Environmental Conservation			1,070.22
<b>Total State, County &amp; Local Revenues:</b>		<b>\$13,268.47</b>	<b>Total Non-Local Revenues:</b>	<b>\$1,448.22</b>

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

5/1/18  
 \_\_\_\_\_  
 Date

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

XXV.2  
MAY 15 2018

May 3, 2018

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 April 2018.

**Senior Center's Total Monthly Attendance**      **1,292**

**Recreation/Social Programs:** Bingo, Card Party, General Membership Meetings, painting, Club 99, club events, newsletter, games & pool room.

Unduplicated: 454      Duplicated: 174

**Educational Programs:** Technology Corner, Speakers Series, Information/Referral & new cooking class

Unduplicated: 63      Duplicated: 19

**Service Programs:** Grocery Shopping, Food Pantry, Nutrition, Food Stamp, Attorney & Income Tax program

Unduplicated: 422      Duplicated: 160

Sincerely,

Pamela A. Hogan

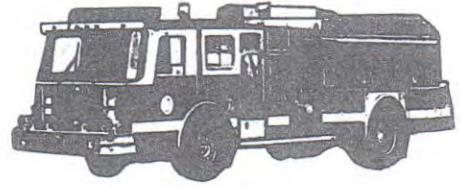
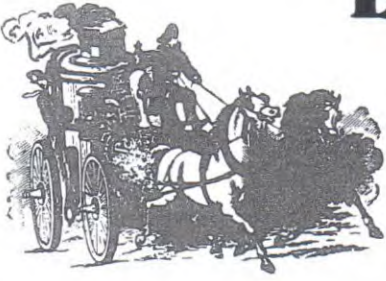
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CITY CLERK'S OFFICE  
2018 MAY 3 AM 11:02  
NORTH TONAWANDA NY

CFO-A

MAY 15 2018

# LIVE HOSE CO. NO. 4

71 VANDERVOORT STREET  
NORTH TONAWANDA, NEW YORK 14120  
Est. July 18, 1887



April 30, 2018

North Tonawanda City Clerk  
216 Payne Ave  
North Tonawanda NY 14120

Re: Firefighter Exemption

Mr. Cody Ott is requesting is Five Year Exemption papers.

Mr. Ott has completed his state mandated courses and is a member in good standings.

He joined Live Hose Volunteer Fire Co #4 June 6, 2011.

Respectfully,

A handwritten signature in cursive script that reads "Paul A. Parise". The signature is written in black ink and is positioned above the typed name.

Paul A Parise  
Financial Secretary

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CITY CLERK'S OFFICE

2018 APR 30 AM 11:03  
NORTH TONAWANDA NY

CFO-B

MAY 15 2018

**UNITED VETERANS' COUNCIL OF THE TONAWANDAS**  
**318 WHEATFIELD STREET**  
**NORTH TONAWANDA, NEW YORK 14120**

May 8, 2017

Hon. Arthur G. Pappas and Members of the Common Council  
c/o City Clerk  
216 Payne Avenue  
North Tonawanda, New York 14120

Re: Memorial Day Services

Dear Mayor Pappas and Council Members:

On behalf of the United Veterans' Council of the Tonawandas, I would like to invite you to take part in the Twin Cities Annual Memorial Day Ceremonies. All ceremonies will take place on Sunday, May 27, 2018.

A "Service at Sea" ceremony will take place on the Renaissance Bridge at noon. Please pass the necessary resolution to permit Webster Street to be closed to vehicular traffic at the bridge from 11:45 a.m. until the ceremonies conclude at approximately 12:20 p.m.

Following that ceremony, a parade will form up at the intersection of Payne Avenue and Miller Street in North Tonawanda and proceed south on Payne Avenue to the World War II Memorial in Brauer Park. A short ceremony will take place at the monument immediately following the parade. We would request that you notify the Police Department for traffic control.

We look forward to having you join us at our Memorial Day observances.

Very truly yours,



Robert Sondel  
Secretary

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2018 MAY 8 PM 2:46  
NORTH TONAWANDA NY

CFO-C

MAY 15 2018

Marla Berry  
1433 Master St.  
4/12/2018

Re: June 16<sup>th</sup> Block Party  
Blocking off Master St. between Ruie Rd and Raymond

To the Council:

We, the neighbors on Master St would like to have a block party on Saturday, June 16th starting at 3pm and ending at 9pm. We would like the street blocked to traffic from 1pm until 9:30 so that we can set up and break down afterwards. Is it possible to get the ends of the street barricaded for this where only local traffic could come and go? Thank you for your consideration on this matter.

Sincerely,  
Marla Berry  
1433 Master St.  
512-4175

Tracy Taylor 1428 Master  
Jennifer Brooks 1422 Master  
Barb Zellner 1434 Master

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CITY CLERK'S OFFICE

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CITY CLERK'S OFFICE

2018 APR 26 AM 11:18  
NORTH TONAWANDA NY

CFO-D

MAY 15 2018



Dear Mayor Pappas and Common Council Members,

I would like to thank-you for your service to our great city. We feel honored to be able to serve with you in North Tonawanda. On May 20<sup>th</sup> at 5:30pm and on July 22<sup>nd</sup> at 11am we will be having a service on the water in Veterans Park. We would like to kindly request permission to put up signs advertising these events near the street in front of the park. Specifically we are requesting permission to put up one 4ftx8ft sign from May 6th-20th and from July 8<sup>th</sup>-22th. Please feel free to contact me with any questions you may have. Thank-you for your consideration and for all you do for our city.

Blessings,

A handwritten signature in cursive script that reads 'Matthew Richbart'.

Matthew Richbart

Lead Pastor  
iHope  
Community Church

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CITY CLERK'S OFFICE  
2018 APR 27 PM 1:55  
NORTH TONAWANDA NY



*Douglas W. Fronczek*  
87 Linwood Avenue • Tonawanda, New York 14150  
phone (716) 695-3368 • e-mail dfronczek@me.com

CFO-E

MAY 15 2018

May 7, 2018

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

Dear \_\_\_\_\_ and Council:

The Buffalo Choral Arts Society, BCAS, is a community based, non-profit chorus comprised of 120 members many of whom reside in North Tonawanda and Tonawanda. I too am a "Lumberjack", class of 1969, having "moved across the ditch".

BCAS has held its annual pops concert at the Riviera for the past 6 years and enjoyed sold out audiences until the demise of the Tonawanda News in 2015. The News was a major source of promoting this concert.

I am requesting permission from your Council to place a rented portable sign on City property on Payne Avenue near the Memorial pool from May 14-June 3, 2018. This sign would display information about our concert to be held at the Riviera on Sunday afternoon June 3rd and ticket availability. We feel that this prominent locale would help in getting the word out about our concert.

Thank you for your consideration. I can be reached at the address above.

Sincerely,

Douglas Fronczek

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CITY CLERK'S OFFICE  
2018 MAY 7 PM 1:17  
NORTH TONAWANDA NY

# ERIE CANAL FISHING DERBY

CFO-F

7963 Telegraph Rd., Gasport, NY 14067

Ph. (716) 830-8434 • (716) 425-8144 • Fax (716) 772-7972

MAY 15 2018

CITY OF N. TONAWANDA

THE ERIE CANAL FISHING DERBY WOULD LIKE PERMISSION TO ERECT 2 OVER THE ROAD BANNERS TO HELP PROMOTE OUR FISHING DERBY.

THE LOCATIONS OF THE BANNERS ARE :

PAYNE AVENUE AND HEWITT STREET AND OLIVER STREET, NEAR 2<sup>ND</sup> & 3<sup>RD</sup> AVENUE. WE WOULD LIKE THE BANNERS ERECTED JUNE 20<sup>TH</sup> THROUGH JULY 16<sup>TH</sup>. THE DERBY DATES ARE JULY 4<sup>TH</sup> - 15<sup>TH</sup>, 2018

WE WOULD LIKE TO THANK AGAIN THE CITY OF NORTH TONAWANDA FOR HELPING TO PROMOTE THIS FISHING DERBY THAT IS FUN AND EXCITING FOR EVERYONE. THANK YOU!

SINCERELY,  
Lynna D. Harrington







North Presbyterian Church  
168 Payne Avenue  
North Tonawanda, NY 14120  
716-693-7030  
Reverend Stuart C. Buisch, Pastor

CFO-6

MAY 15 2018

May 7, 2018

City Clerks Office  
216 Payne Avenue  
North Tonawanda, NY 14120

Dear Sir,

North Presbyterian Church would like to request permission to hold an outdoor worship service at the War Memorial at Bauer Park on July 1, 2018 at 11:00 am.

Sincerely yours,

Kris Larson  
Clerk of Session

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CITY CLERK'S OFFICE

2018 MAY 10 AM 11:19  
NORTH TONAWANDA NY