

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

Lori Swartz  
Assistant City Clerk

Denise Proefrock  
Assistant City Treasurer

# City of North Tonawanda

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

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

**September 27, 2018**

**The following meetings have been scheduled for TUESDAY, OCTOBER 2, 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, OCTOBER 2, 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 9/20/2018**

- 1) Legal Notice –New York State Department of Environmental Conservation Notice of Intent to Modify – Supt. Wastewater/Water**

**PROOF OF PUBLICATION PUBLISHED 9/21/2018**

- 1) Legal Notice – Request for Proposals for the Gateway Park Improvements Project No.2018-01 – City Engineer**

**COMMUNICATIONS FROM CITY OFFICIALS**

**III.1 Clerk-Treasurer - Re: Removal of 574 Old Falls Blvd. from the appropriate In Rem foreclosure proceeding**

**III.2 Clerk-Treasurer - Re: Approval for CHANT to set up a table in City Hall on November 16, 2018 for the Great American Smoke Out**

**IV.1 Engineer - Re: Approval of C&S Companies to perform the design services and assistance to complete the North Tonawanda Pedestrian Signal Project**

- IV.2 Engineer - Re: Award of Contract for Project 2018-02 Sweeney Canal Dock Extension Project
  
- IV.3 Engineer - Re: Permission to remove two (2) Yield signs on Division Street and replace them with Stop signs
  
- V. Supt. Wastewater/Water - Re: Permission to attend the *Confined Space Entry Train-the-Trainer Program* in Syracuse
  
- VII.1 Accountant - Re: Payment of the Abstract of Claims Dated October 2, 2018
  
- VII.2 Accountant - Re: Award of Bid for a Consulting Service for the City's Postretirement Health Care Plan
  
- VII.3 Accountant - Re: Award of Bid for independent Certified Public Accountants to provide services related to the audit for the City of North Tonawanda
  
- X. Police Chief - Re: Approval to re-appoint Larry W. Kuebler as a Commissioner of Deeds for the City of North Tonawanda
  
- XIV. Parks & Recreation - Re: Approval of the 2018 State Aid appropriations for Youth Programs
  
- XVII. Traffic Safety - Re: Approval of various Traffic Safety Recommendations from their August & September meetings

**COMMUNICATIONS FROM OTHERS**

- A.**  
**Carnegie Art Center**
- **Re: Approval of the 2018 Exhibition Schedule and permission to apply for a one day Liquor License for events**
- B.**  
**Stephen M. Brown**
- **Re: Approval to apply for a variance to have food and drink service outside the establishment located at 775 Oliver Street**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Daniel R. Quinn", with a long horizontal flourish extending to the right.

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



OCT 02 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

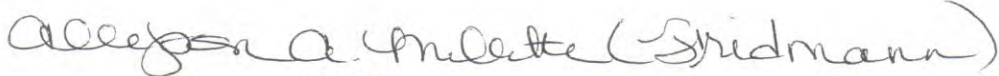
NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,  
and that the annexed printed legal # 234494  
was printed and published in said paper on the following dates:

09/20/2018

  
\_\_\_\_\_  
Principal Clerk

Subscribed and sworn to before me this  
9-20-18

  
Allyson A. Millette 05/14/2019

-----  
Notary Public                      Expiration Date

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 24 AM 9:47  
NORTH TONAWANDA NY

ALLYSON A. MILLETTE  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01M18165762  
Qualified in Niagara County  
My Commission Expires May 14, 2019



New York State Department of Environmental Conservation  
Notice of Intent to Modify

Date: September 14, 2018

Permittee: CITY OF NORTH TONAWANDA  
CITY HALL  
216 PAYNE AVE  
NORTH TONAWANDA, NY 14120

Facility: NORTH TONAWANDA STP  
830 RIVER RD  
NORTH TONAWANDA, NY 14120

Application ID: 9-2912-00027/00001

Permit(s) being Modified: Article 17 Titles 7 & 8 Municipal SPDES - Surface Discharge

Project is located: in NORTH TONAWANDA in NIAGARA COUNTY

**Project Description:**

The New York State Department of Environmental Conservation (DEC) is proposing a Department Initiated Modification (DIM) to the State Pollutant Discharge Elimination System (SPDES) Permit (NY0026280). Pursuant to 6 NYCRR Part 750-1.18, and 750-1.19, the Priority Ranking System known as New York State's Environmental Benefit Permit Strategy (EBPS). This modification will also serve to renew the SPDES permit, the term of which was extended under the State Administrative Procedures Act (SAPA). This is a re-notice updating the Notice of Intent to Modify published in the Environmental Notice Bulletin on 4/12/2018.

The facility discharges treated sewage through Outfall 001. The sewage collection systems consists of both separate and combined sewers. The treatment plant provides primary treatment for a design flow of 13 mgd. Current treatment includes grit removal, primary settling with chemical addition, rapid sand filtration, carbon absorption and chlorination. Combined sewage is screened, settled, and stored in a retention facility. Depending on volume, combined sewage is either returned for treatment, or disinfected and discharged to the Niagara, class A-Special water. Sludge is digested anaerobically, pressed, and hauled to a landfill.

The following changes to the permit are proposed: Administrative updates have been made to page one; Table of Contents has been updated; All existing CSO outfalls have been removed, except Outfall 01A; Outfalls 01B and 010 have been added; Monitoring frequency for Mercury has been changed to quarterly; Copper, Cyanide and Zinc parameters have been removed; Overflow Retention Facility language has been removed, and the monitoring requirements were replaced with CSO monitoring requirements for Outfall 01A; References to Type I SSO language has been removed; Stormwater requirements have been removed; EBPS score and ranking has been updated and listed in the fact sheet; CSO Retention Facility monitoring page has been revised; The flow diagram has been updated; The fact sheet table has been revised; Footnotes have been updated and renumbered.

The draft permit includes updated forms and the latest general conditions. Details of changes are specified in the draft permit and fact sheet which may be viewed and printed from the Department web site at: <http://www.dec.ny.gov/permits/6054.html>.

**Availability of Application Documents:**

Filed application documents, and Department draft permits where applicable, are available for inspection during normal business hours at the address of the contact person. To ensure timely service at the time of inspection, it is recommended that an appointment be made with the contact person.

**State Environmental Quality Review (SEQR) Determination:**

Project is an Unlisted Action and will not have a significant impact on the environment. A Negative Declaration is on file. A coordinated review was not performed.

SEQR Lead Agency: None Designated

**State Historic Preservation Act (SHPA) Determination:**

The proposed activity is not subject to review in accordance with SHPA. The permit type is exempt or the activity is being reviewed in accordance with federal historic preservation regulations.

**Coastal Management:**

This project is not located in a Coastal Management area and is not subject to the Waterfront Revitalization and Coastal Resources Act.

**Availability for Public Comment:**

Comments on this project must be submitted in writing to the Contact Person no later than 10/19/2018 or 30 days after the publication date of this notice, whichever is later.

#N234494

**Contact Person:**

TERESA DIEHSNER  
NYSDEC  
625 Broadway  
Albany, NY 12233  
(518) 402-9167

9/20/2018



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

OCT 02 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 # 234778 was printed and published in said paper on the following dates:

09/21/2018

*Janet M. Slipko*  
Principal Clerk

Subscribed and sworn to before me this

9-24-18

*Allyson A. Millette (Ghidman)*

Allyson A. Millette 05/14/2019

Notary Public                  Expiration Date

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 26 AM 10:47  
NORTH TONAWANDA NY

ALLYSON A. MILLETTE  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01MI6165762  
Qualified in Niagara County  
My Commission Expires May 14, 2019



LEGAL NOTICE  
CITY OF NORTH TONAWANDA, NEW YORK  
ENGINEERING DEPARTMENT

## NOTICE TO BIDDERS

SEALED PROPOSALS for the GATEWAY PARK IMPROVEMENTS PROJECT No. 2018-01 as called for by the Contract, in accordance with plans and specifications thereof, will be received by the City Clerk/Treasurer of the City of North Tonawanda, New York, until 11:00 am, Prevailing Time, Tuesday, October 9th, 2018 at which time they will be publicly opened.

A copy of the Contract Documents is on file and is available for inspection during the usual business hours at the office of the City Engineer in the City Hall, 216 Payne Avenue, North Tonawanda, New York; and at Construction Exchange of Buffalo and Western New York, 2660 William Street, Cheektowaga, NY 14227.

The project consists of the demolition of an existing bathroom facility, construction of a new building to house bathroom facilities, storage and harbor master facilities, construction of seating and picnic areas, and electrical service upgrades for operations in Gateway Park.

Copies of the above-mentioned documents may be viewed and ordered through the following website on or after September 24, 2018: [www.avalonplanroom.com](http://www.avalonplanroom.com) in the Public Bid Section. If you do not have Internet access or have questions on ordering from the site, please contact Avalon Document Services at (716)995-7777. Drawings and specifications can be picked up at Avalon Document printing at 741 Main Street, Buffalo, NY 14203, upon the non-refundable payment of \$80.00 per set. Payment can be made by credit card or by a check made payable to Avalon Document Services.

Each proposal must be accompanied by cash, a certified check payable to the City of North Tonawanda, or bid bond, having as surety thereon a surety company acceptable to the City Attorney, in an amount not less than five percent (5%) of the amount of the base bid, conditioned that, if his proposal is accepted, he will enter into a contract for the same, and that he will execute any such further security as may be required for the faithful performance of the contract.

An optional pre-bid meeting will be held at 10:00 am prevailing time on Friday, September 28th, 2018 at Gateway Park, at the corner of Webster Street and Sweeney Street, in the City of North Tonawanda. Attendance at the pre-bid meeting is recommended but is not mandatory.

The State of New York has established a goal of 30% participation by Minority/Women Business Enterprises (MWBE) on the value of all State Contracts with 15% participation from Minority-owned Business Enterprises (MBE) and 15% participation from Women-owned Business Enterprises (WBE). The CONTRACTOR is required to submit all of the required forms found in Appendix D-1. General Provisions- Paragraph D with their bid. The CONTRACTOR is expected to make a good faith effort to meet this goal and provide an explanation of how this requirement will be met on the entire project.

All bids shall be submitted to the City Clerk/Treasurer's office in a sealed envelope addressed to the City of North Tonawanda and shall be plainly marked on the outside with the Contractor's name and title of the bid. Bids for contracts shall be designated as, Gateway Park Improvements Project No. 2018-01.

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract.

The minimum wage rates to be paid to laborers and mechanics engaged in the construction of this project shall be the latest wage rates established by the State Industrial Commissioner.

The Owner reserves the right to reject any or all bids for failure to comply with the requirements of the Contract Documents but may, at its discretion, waive any informalities or irregularities.

The Owner further reserves the right to reject any or all bids or to award a contract which, in its judgment, is in the best interest of the Owner.

No bidder may withdraw his bid within sixty (60) days after the opening thereof, but may withdraw same at any time prior to the opening thereof. Bidder must sign the statement of non-collusion in accordance with Chapter 751 of the Laws of the State of New York.

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



# City of North Tonawanda

III.1

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

OCT 02 2018

September 25, 2018

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 25 AM 11:38  
NORTH TONAWANDA NY

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:

177.17-1-43

574 Old Falls Blvd

Kirk Wynkoop

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

cc: Luke Brown, City Attorney

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

Lori Swartz  
Assistant City Clerk

Denise Proefrock  
Assistant City Treasurer

# City of North Tonawanda

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

III. 2

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

OCT 02 2018

September 26, 2018

Honorable Mayor and  
Common Council  
216 Payne Ave

Re: Great American Smoke Out

Dear Council

On September 19, 2018 I received an email request from Lisa A. Peterangelo, The CHANT Coordinator in North Tonawanda. Lisa is requesting permission to set up a table at City Hall on November 16, 2018 for the Great American Smoke Out. She will be providing anti-smoking materials along with cider and donuts. I am requesting the Council consider Lisa A. Peterangelo's request.

Regards



Daniel R. Quinn  
City Clerk-Treasurer

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 26 AM 10:59  
NORTH TONAWANDA NY





**City of North Tonawanda  
Department of Engineering**

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

14.1  
**Dale W. Marshall, P. E.**

*City Engineer*

Phone: (716) 695-8565

Fax: (716) 695-8568

September 25, 2018

**OCT 02 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 SEP 26 AM 11:42  
NORTH TONAWANDA NY

**Re: Pedestrian Safety Action Plan - City of North Tonawanda Pedestrian  
Crossing Control Signal Project Proposals**

Dear Honorable Body:

As you are aware, it was announced in June 2018 that the City of North Tonawanda will be the recipient of \$375,480 from the New York State Department of Transportation (NYSDOT) funding under the Pedestrian Safety Action Plan (PSAP) Program. The PSAP program is a 100% reimbursable grant to make pedestrian safety improvements within the City.

The NYSDOT is funding, at a minimum, improvements at the intersections of Goundry Street and Main Street, Tremont Street and Main Street, and Sixteenth Avenue and Payne Avenue in the City. Some examples of pedestrian improvements that will be incorporated into the design at these intersections include new high visibility line stripping and signage, new pedestrian signals and push buttons, and bump outs.

To complete the PSAP improvements, the City intends to procure the services of a professional engineering firm. This firm's responsibilities will include design of the identified improvements, and implementation assistance through the construction and installation stages.

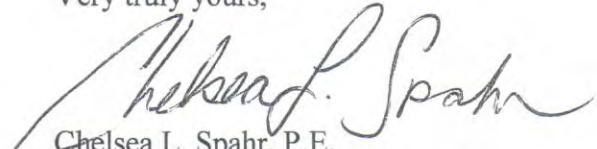
A request for supplemental proposals, in accordance with the Local Design Services Agreement (LDSA) - Consultant Selection Procedure furnished by the New York State County Highway Superintendents Association (NYSCHSA), was issued in July 2018 and the City received eight proposals from the fifteen eligible professional firms. A review committee was convened with representation from the City Council, City Engineering, Community Development office, and the Department of Public Works, to review the proposals and provide a recommendation to the Council.

Upon review, the committee is recommending the City select C&S Companies to perform the design services and assistance through the construction and installation stages. C&S Companies is a local firm with experience in transportation engineering design. The review committee felt the team assembled by C&S Companies demonstrated the experience, expertise, and capacity to complete this project for the City.

I am hereby requesting this honorable body consider selecting C&S Companies to complete the North Tonawanda Pedestrian Signal Project under the NYSDOT PSAP Program and authorize the Mayor to sign a contract with C&S Companies, pending review and approval by the City Attorney, for the proposed design fee of \$69,000.00 and a not to exceed construction services fee of \$33,000.00.

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Chelsea L. Spahr". The signature is fluid and cursive, with a large initial "C" and "S".

Chelsea L. Spahr, P.E.  
Assistant City Engineer

CLS:cls

Cc: file  
Luke A. Brown, City Attorney  
Mark Zellner, Superintendent of Public Works  
Michael Zimmerman, Dir. Community Development  
Mark Daigler, Traffic Maintenance Supervisor  
Seth D. Kaeuper, PE, C&S Companies





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

IV.2  
**Dale W. Marshall, P. E.**  
City Engineer  
Phone: (716) 695-8565  
Fax: (716) 695-8568

September 26, 2018

**OCT 02 2018**

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

**Re: Project 2018-02 Sweeney Canal Dock Extension Project  
Award of Contract**

Dear Honorable Body:

On September 11, 2018, two bids were received and opened by the City Clerk for the Sweeney Canal Dock Extension Project. The results are as follows:

Base Bid:

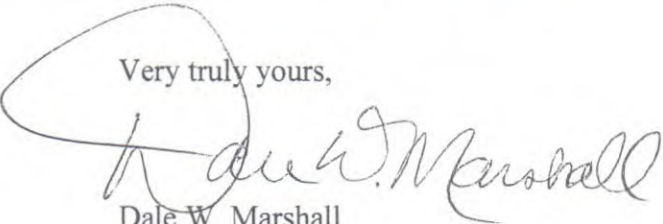
- |  |                     |
|--|---------------------|
| 1. <b>Pinto Construction Services Inc.</b> | <b>\$594,067.00</b> |
| 2. Hohl Industrial Services Inc.           | \$715,000.00        |

Base Bid and Add Alternate A:

- |  |                     |
|--|---------------------|
| 1. <b>Pinto Construction Services Inc.</b> | <b>\$650,567.00</b> |
| 2. Hohl Industrial Services Inc.           | \$810,000.00        |

The Engineering Department and the City's Engineering Consultant, Glynn Group, have reviewed the bid results and is recommending award of contract. Accordingly, I respectfully request that the Common Council award the Sweeney Canal Dock Extension Project to Pinto Construction Services Inc., 1 Babcock Street, Buffalo NY 14210, at their low Base Bid amount of \$594,067.00; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,



Dale W. Marshall  
City Engineer

DWM:cls

- Cc: file  
Luke A. Brown, City Attorney  
Michael Zimmerman, Director of Community Development  
Alex Domaradzki, Director of Parks, Recreation and Youth  
Amanda Reimer, City Accountant  
Andrew Kosicki, Pinto Construction Services Inc.

**RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 26 AM 11:42  
NORTH TONAWANDA NY**



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

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

September 26, 2018

**OCT 02 2018**

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

**Re: Division Street - Removal of Yield Signs North of East Schenk Street and East Robinson Street and Replace with Stop Signs**

Dear Honorable Body:

On September 25, 2018, we sat down with you at the Common Council Workshop to discuss our proposed design ideas to calm traffic along Division Street in the corridor from East Schenk to Erie Avenue. As part of this discussion, we asked that you approve the removal of the yield signs at the following locations on Division Street and replace them with stop signs:

- Approximately 200 feet north of East Schenk Street
- Approximately 150 feet north of East Robinson Street

The Engineering Department feels that this improvement will calm traffic along Division Street as well as make it safer for exiting traffic off of the Twin City Memorial Highway. Accordingly, I respectfully request that the Common Council approve the removal of the yield signs in the two above mentioned locations and have them replaced with stop signs.

Very truly yours,

Dale W. Marshall  
City Engineer

DWM:cls

Cc: file  
Luke A. Brown, City Attorney  
Mark Zellner, Superintendent of Public Works  
Mark Daigler, Traffic Maintenance Supervisor

**RECEIVED**  
**CITY CLERK'S OFFICE**  
**2018 SEP 26 AM 11:42**  
**NORTH TONAWANDA NY**





# CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD

NORTH TONAWANDA, NEW YORK 14120

Phone: (716) 695-8560, ext. #6411

Fax: (716) 695-8563

E-mail: [billdavignon@northtonawanda.org](mailto:billdavignon@northtonawanda.org)

*Tabler*  
SEP 18 2018

OCT 02 2018

**William M. Davignon**  
*Superintendent*

September 5, 2018

**Honorable Body,**

As Superintendent of Wastewater, Water & Water Distribution I am responsible for providing safety programs and training for our employees.

**Confined Space Entry** is one of our most important safety trainings that we must provide. My responsibilities under this program are described as follows:

*"This Permit-Required Confined Space Entry Program defines the practices and procedures to protect North Tonawanda WWTP employees, contractors and vendors from hazards associated with permit-required confined space entry.*

*This program is written to meet or exceed the requirements of Occupational Safety and Health Administration (OSHA) regulation 29 CFR 1910.146, "Permit-Required Confined Spaces."*

*The provisions of this program require North Tonawanda WWTP to provide the procedures, training and equipment to mitigate all recognized hazards and verify compliance through the use of a written permit form.*

*This Permit-Required Confined Space Entry Program is available from the WWTP Superintendent to all employees and their representatives for review upon request. Both the program and inventory of spaces will be maintained in the Main Building.*

The CSEA Union is offering a **Confined Space Entry "Train-the Trainer"** course in Syracuse, NY from Oct. 29, 2018 – Nov. 2, 2018. This 40 hour course is the most comprehensive and hands-on training that a person can receive (see attached flyer).

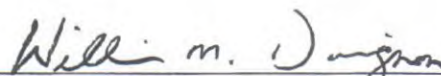
As per the *Memorandum of Agreement between CSEA and the City of North Tonawanda regarding the requirements of the CSEA Peer Trainer Program* I am sending four employees to this training at no cost to the City. Due to the fact that I am responsible for providing safety training to our Wastewater, Water Treatment & Water Distribution employees I feel it is important for me to also receive this training.

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 18 AM 11:53  
NORTH TONAWANDA NY

I would like your permission to attend the CSEA Confined Space Entry "Train-the Trainer" course. CSEA has offered to pay for my cost to attend the course, but I will require your approval for reimbursement of my travel, lodging and meal expenses as per the City's Travel Policy. I have attached an estimated total cost of \$1,067.40 for me to attend this week long training program for your review.

I respectfully request your permission to attend this very important Confined Space Entry safety training program. Thank you for your time and consideration of my request.

Sincerely,

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



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

OCT 02 2018

September 26, 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 October 2, 2018, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



Amanda Reimer  
City Accountant

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 26 PM2:36  
NORTH TONAWANDA NY

VII.2

AMANDA REIMER  
CITY ACCOUNTANT

JENNIFER CRESS  
PAYROLL PERSONNEL SPECIALIST

SHERI GAMPP  
JUNIOR ACCOUNTANT

# City of North Tonawanda

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

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

OCT 02 2018

September 24, 2018

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

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 26 AM 10:53  
NORTH TONAWANDA NY

Dear Honorable Body:

Please be advised that this office sent out a Request for Proposal (RFP) on August 13, 2018 to three (3) qualified actuaries for the professional service related to actuarial consulting services for the City's postretirement health care plan as required of Statement No. 75 of the Government Accounting Standards Board (GASB). The RFP used the criteria of experience, staffing and cost to evaluate the proposals:

<u>Firm</u>	<u>Total Cost</u>	<u>Score</u>
Danziger & Markhoff, LLP	\$ 11,400.00	12
Burke Group	\$ 14,000.00	12
Silverstone Group	Declined to respond to RFP	

Based on my evaluation of the criteria and the cost, it is my recommendation that Danziger & Markhoff, LLP, continue to provide actuarial services to the City of North Tonawanda, in accordance with their proposals, at their low bid of \$5,700.00 for the fiscal year ended 12.31.2018 and \$5,700.00 for the fiscal year ended 12.31.2020.

Regards,



Amanda Reimer  
City Accountant



VII.3

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

OCT 02 2018

September 26, 2018

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

Dear Honorable Body:

Please be advised that this office sent out a Request for Proposal (RFP) on June 11, 2018 to five (5) *qualified* independent Certified Public Accountants for the professional service related to the annual audit for the City of North Tonawanda. The City's current external auditor also submitted a proposal for consideration. The audit will include the Single Audit, NYSDoT Audit, Deferred Compensation Audit and preparation of the General Purpose Financial Statements that are sent to various government and financial agencies, to include the New York State Comptroller. The RFP used the criteria of experience, staffing and cost to evaluate the proposals:

<u>C P A Firm</u>	<u>Total Cost Three (3) Years</u>	<u>Rating Criteria</u>
Bonadio Group	\$87,750.00	4.8
Drescher & Malecki LLP	\$87,807.00	4.8
Freed Maxick & Battaglia, PC	\$94,800.00	4.5
Lumsden & McCormick, LLP	\$88,800.00	4.2
Amato Fox & Company, PC	\$46,800.00	1.8
Tronconi Segarra and Associates	Declined to respond to RFP	n/a

Based on my evaluation of the rating criteria, it is my recommendation that Bonadio Group, be awarded the three year engagement, commencing the fiscal year ended 12.31.2018 through FYE 12.31.2020, to audit the records of the City of North Tonawanda and prepare the Single Audit and General Purpose Financial Statements, in accordance with their proposals, at their bid of \$87,750.00 over the three year period.

Regards,

Amanda Reimer  
City Accountant

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 26 PM 2:36  
NORTH TONAWANDA NY



# Department of Police

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

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

OCT 02 2018

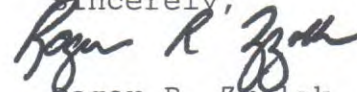
9/28/2018

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

Dear Honorable Body:

Would you please re-appoint Larry W. Kuebler, 367 Daniel Drive, North Tonawanda, NY 14120, as Commissioner of Deeds for the City of North Tonawanda effective October 22, 2018 and ending October 21, 2020.

sincerely,

  
Roger R. Zgolak  
Chief of Police

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 26 PM2:41  
NORTH TONAWANDA NY



**NORTH TONAWANDA**  
**Dept. of Youth, Recreation, Parks & Seniors**

500 Wheatfield Street  
North Tonawanda, NY 14120  
Phone: (716) 695-8520  
Fax: (716) 695-8533



August 21, 2018

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

Dear Mayor Pappas and Common Council,

I respectfully request approval of the signed agreements between the Niagara County Department of Social Services, acting on the behalf of the Niagara County Youth Bureau, and in agreeance with the North Tonawanda Department of Youth, Recreation, Parks & Seniors for appropriations totaling Thirty One Thousand, Eight Hundred Dollars (\$31,8000.00) to be made to the City resulting from program services rendered by our Department in accordance with the terms of the agreement.

**The 2018 appropriations are:**

Youth Center Programming	\$ 18,000.00
Youth Court and First Offender Program	\$ 13,800.00

Respectfully Submitted,

Alex Domaradzki  
Director of Youth, Recreation, Parks & Seniors

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 21 PM 1:36  
NORTH TONAWANDA NY

XVII

September 18, 2018

OCT 02 2018

Daniel R. Quinn

City Clerk/Treasurer

216 Payne Avenue

North Tonawanda, NY 14120

RECEIVED  
CITY CLERK'S OFFICE

Traffic Safety Minutes:

2018 SEP 19 PM3:53  
NORTH TONAWANDA NY

The September 2018 meeting of the North Tonawanda Traffic Safety Committee was held between members Frank, Sikora, Lemke, Grinnell, Dibernardo to discuss items from July and August. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made. Member Frank also had a meeting with member Daigler to discuss signage issues/problems for the signal department to take care of. Member Frank, Sikora and Daigler met in August to discuss some urgent matters that came through the Mayor's office.

#### AUGUST

1. The clerk's office received a call regarding parking issues on Weaver Parkway. Member Dibernardo will speak to the residents to see if they would like parking on only one side of the street. Dibernardo will discuss the outcome at the October meeting.
2. Member Daigler placed a bright yellow sign at the corner of TCMH and Wheatfield Street informing citizens that there is "No Right Turn".
3. The owner of Power Fitness at 308 Oliver Street asked if there will be more "30 Minute" parking signs put back up on Oliver Street. This item will be discussed at the September meeting.
4. Bill and Diana Hawthorne would like to have extra speed signs and speed bumps in Gratwick Park. Member Frank spoke with Mayor Pappas in regards to completing this soon due to the boating season in full effect, Mayor agreed. Member Daigler placed new signs up in the park.
5. The owners of 416 Sweeney Street put up their own "No Parking" signs in the lot across the street from them. Member Frank advised them that this property was owned by the city and state and that the signs needed to be taken down. The signs were removed by staff.
6. Austin Tylec received a complaint that people have been parking on the bike path on Sweeney Street. This problem was addressed a couple months ago and we found that it was a one-time occurrence from a neighborhood party. Members Frank and Sikora monitored the bike path and



there are no problems at this time. Member Frank spoke to Dale Marshall who stated that the signs that are in place are adequate.

7. Sean Donohue wants a stop sign put on Park Avenue. The NTPD traffic officer monitored Park Avenue and found that the average speed on two different dates was 34MPH with a high of 37MPH. Member Frank placed the speed sign on the street and monitored it and found that vehicles are not going down the street at "60MPH" like suggested. Committee members were advised in the September meeting of the results and all were in agreement not to put a stop sign in.

## SEPTEMBER

1. Paul Brown would like "30 Minute" parking signs changed to "2 hour" parking, the signs he would like changed are located in front of the Vegan store across from 314 Oliver Street. The committee already changed the signs from "15 Minute" to "30 Minute", and reduced the signs on that side of the street from four signs to two signs. This was brought to the council recently who approved it. The committee believes that the two signs are sufficient and benefit everyone and not just one business or person. The other side of the street had multiple parking spots with no time limits. Committee votes for no change.
2. Member Daigler placed six new "No Parking except for Funerals" signs in front of the cemetery on Wall Street. Three signs per side.
3. Kathy Smith of 25 Maple Terrace would like "No Parking" signs in front of her residence. The committee votes not to grant this based on not putting up signs for individual purposes.
4. Austin Tylec received a request to have the "No Parking" signs taken down on Christiana Street. Member Daigler is going to look into this and discuss it at the October meeting.
5. David Evans of Columbia Fire Hall has one handicapped parking spot in front of their hall and would like to add two more due to the numerous elderly members. Committee in favor and member Daigler will take care of it.
6. John Divirgilio would like the stop signs taken down at Payne Avenue and Goundry Street and Payne Avenue and Tremont Street. Members agree to leave them up for now.
7. Member Daigler would like to take down the "No Parking" signs on Evans Street due to the Lowry Middle School no longer being open. Requesting permission from the council.
8. Member Daigler would like to make Geneva Street a one-way street that goes one-way from Lincoln Avenue to Vandervoort Street. Daigler believes this would help with plowing during the winter. Daigler will talk to the residents to get their opinion and bring it back to the committee in the October meeting.
9. Laura Pecoraro would like the "No Parking" signs at Botanical gardens spread out. Member Daigler will reach out to Pecoraro and help her with the signs.
10. Brandon Layton stated that people are going through the stop sign at Gilmore and 14<sup>th</sup> Avenue. Member Sikora left two messages on Layton's voicemail to find an approximate time but received no call back. Member Frank will advise the traffic officer to watch the intersection.

Meeting adjourned at 20:00 hours for the September meeting

Travel Safely,

Robert J. Frank



UFO-A

OCT 02 2018



Carnegie Art Center

September 25, 2018

RECEIVED  
CITY CLERK'S OFFICE  
2018 SEP 26 AM 10:16  
NORTH TONAWANDA NY

Daniel R. Quinn  
City Clerk/Treasurer  
City of North Tonawanda  
216 Payne Avenue  
North Tonawanda, New York 14120

Dear Mr. Quinn,

We are requesting permission of change in our lease agreement, allowing the sale of wine and beer under a one day special permit from the State Liquor Authority. The permit will be filed by Webster's Bistro under their license as the named caterer for the event. The dates listed below are for October – December 2018 Exhibition Schedule & Fundraising events.

Date of Event	Name of Exhibit
Thursday, October 4, 2018	Niagara Frontier Plein Air Painters
Friday, November 23, 2018	Private Rental – Bev DiPalma Board Member Birthday CAC Fundraiser
Thursday, November 29, 2018	Art off the Wall - Fundraiser
Thursday, December 6, 2018	CAC Member Show

Please feel free to contact me with any questions.

Sincerely,

Barbara B. Hughes  
Board President

CFO-B

OCT 02 2018

**Stephen & Lynda M. Brown  
775 Oliver Street, LLC  
775 Oliver Street  
North Tonawanda, NY 14120**

RECEIVED  
CITY CLERK'S OFFICE

2018 SEP 19 PM 12:14  
NORTH TONAWANDA NY

September 19, 2018

Dear Common Council,

My wife and I have owned this property since 1997. We have had three different bar/restaurants and one diner in there during this time. Our last tenant recently retired in June of this year (Susan Dominique – Half Moon Bay). Due to the upgrades we felt had to be done to bring in a “decent” tenant, we have decided to open the restaurant with full bar service ourselves. It will be called Brownie’s Sports Bar & Tavern with a projected opening date of March 2019.

We are seeking your approval to put a front patio, 38’ wide by 10’ depth to the front (see attached sketch & documents) to expand service to the front patio area during our nicer weather. We want to bring the outside in so to speak. This is the “hottest” thing to do right now as I work with a lot of different developers in Buffalo and all over Western NY. We are going to install a permanent commercial awning over the patio, install bi-folding doors where the two windows currently are, a railing enclosing the area (so you will need to enter the restaurant to get out there) and we are also painting the entire front of the building as well as putting veneer stone in between the doors directly under the awning.

We are working with Lumber City Development Corp. and just received the application for \$5000.00 grant for the facade and are also going to apply for a grant up to \$35,000.00 through the Microenterprise Assistance Program which can be used for “removable equipment”. We are currently going to NCCC once a week to the Small Business Development Center program for the Microenterprise Entrepreneur Series which is one of the requirement’s to receive such grant.

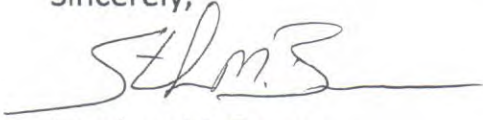
We are putting in excess of \$60,000.00 of our own money to make this happen. The improvements to the front façade alone are approximately \$30,000.00.



We all know there has been a big push to revitalize Oliver Street which is long overdue! I think we all know that this would be a great start in that effort and we just hope that some of the other business/property owners follow suit!

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'S.M.B.', with a long horizontal line extending to the right.

Stephen M. Brown

President – Owner

775 Oliver Street, LLC

(716) 440-4007