

City of North Tonawanda

MATTHEW L. PARISH
City Clerk-Treasurer
mattparish@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
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COMMON COUNCIL WORKSHOP AGENDA

September 19, 2019

The following meeting has been scheduled for **TUESDAY SEPTEMBER 24, 2019:**

6:00 P.M. PUBLIC HEARING – To review proposed pedestrian Safety Improvements to the intersections of Main and Tremont Street, Main and Goundry Street, Webster and Goundry Street, and 16th and Payne Avenue as part of the New York State Pedestrian Safety Action Plan Initiative.

**6:30 P.M. Chelsea Spahr
Asst. City Engineer**

- **Re: Pedestrian Safety Plan**

**6:45 P.M. Peter Schmitt
Crimson Power Solutions**

- **Re: Proposed Utility Audit Proposal**

7:00 P.M. Joseph Sarzniak

- **Re: 2020 Census**

**7:15 P.M. Bill Davignon /
Dave Conti**

- **Re: Revision of NT Water Code Chapter §98-12**

7:30 P.M. Common Council

- **Re: General Discussion**

Respectfully submitted,



Matthew L. Parish
City Clerk-Treasurer

AMENDED



Mr. Matthew Parish
City of North Tonawanda - City Clerk/Treasurer
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

September 11, 2019

RE: Request for Proposal – Utility and Communications Audit

Dear Matt and Members of the Council,

Regarding your request for proposal (RFP), Crimson Power Solutions (CPS) is excited about the opportunity to provide you Utility Auditing Services. Having worked with a number of Cities and Towns, we believe a partnership with the City of North Tonawanda would have a tremendous impact on your energy program – from both a cost savings and energy efficiency perspective.

Please find enclosed Crimson Power Solutions' response to the RFP – Utility and Communications Audit.

We look forward for the opportunity to come present to you in further detail our approach and how advantageous a holistic energy approach for the City of North Tonawanda.

Kind Regards,

A handwritten signature in blue ink, appearing to read "Peter Schmitt", with a stylized flourish at the end.

PETER SCHMITT
Vice President

CRIMSON POWER Solutions

110 State Road, Suite 8
Sagamore Beach, MA 02562
c. 585.208.2448
o. 774.413.5334 Ext. 3
f. 857.289.0500
pschmitt@crimsonpowersolutions.com
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Executive Summary

The City of North Tonawanda seeks to conduct an audit of its utility services, which include natural gas, electric, telecommunications and water/sewer utility accounts. The objective is to identify charges or costs in excess of those permitted or allowed by applicable contracts, tariffs, statutes, rules and regulations and/or from overcharges or billings errors.

This is a unique challenge that few companies have the expertise and resources to be able to provide positive – **cost free** – results for. With this in mind, CPS intends to help The City of North Tonawanda by doing the following:

- CPS will contract **Stark Intel** to do a historic audit of the Utility and Communications invoices. Stark Intel will apply for state incentives through the NYSERDA Remote Energy Management (REM) program to cover the cost of the audit (through NYSERDA).
- Complete a free energy assessment of the City's Energy Program. This includes the following:
 - Cost Free audit of the current natural gas and electricity accounts
 - Provide recommendations, based on audit, of energy procurement purchasing
 - Manage natural gas and electricity for the City continually to be able to provide recommendations on renewals and opportunity's for budgetary savings.
- Additionally, based on the results of the audit, CPS will recommend and advise the City where to spend their next dollar in regards to potential energy savings and efficiency, which includes, but is not limited to:
 - Batter Technology
 - Demand Response
 - Collective Community Aggregation
 - Solar
 - Remote Credits
 - PPA's
 - Owning
 - Fuel Cells
 - H/E Projects
 - LED lighting retrofits
 - Cogeneration
 - EV/LNG vehicles

**All of the above services come at no additional cost to the City and the City will receive 100% of any savings recovered.*

Deliverables and Strategy

Crimson Power will act as prime for this RFP submission. They will work to collect historical bills for the audit.

Stark Intel will be the data processing sub-contractor and will enter the bills information into our software platform, Controlfreak. The platform will identify errors on the bills and Stark will create a report of eligible funds that can be recovered for the City.

Crimson Power will investigate and recover any funds on the City's behalf using a signed Letter of Authorization (LOA) in order to act on the City's behalf to make account adjustments when fixing erroneous charges.

Crimson Power will be the main point of contact with the City of North Tonawanda's Accounting and Treasury Departments to coordinate the recovery of funds.

The audit is made possible at no cost to the City of North Tonawanda by virtue of a state incentive which the City of North Tonawanda will have to elect to participate in.

- Program requires electric accounts confirm they pay the System Benefits Charge (SBC) on their bills
- That they will send copies of electric bills for 12 months to Stark Intel from the time they send the NYSEDA Customer Agreement
- Sign the Customer Agreement (see attached for legal review)

For more background on the auditing process, and other benefits made available to you through Stark Intel's web-based platform, see the attached materials.

Please see attached document, UBMS Overview. *The Audit process will cover steps 1-4, 10,11, and 12 only.* This shows how we collect bills and enter them for the audit.

You will also have access to our platform dashboard and reports. See the Reports attachment for basic look, feel, and content summary.

About Crimson Power Solutions & Stark Intel

CRIMSON POWER SOLUTIONS is a trusted energy adviser to public and private entities across a range of industries nationwide. Our goal is to drive savings for our clients through experienced energy procurement and management practices.

By leveraging our network of established energy suppliers and a keen understanding of the market, we help organizations secure the most favorable contract terms while delivering ongoing management services.

Our holistic approach to energy consulting is built on expert strategy, hands-on service, and innovative technology.

Stark Intel is a total energy management company headquartered in Tonawanda, N.Y. We help organizations overcome complex energy challenges with results that affect the bottom line.

We're not fans of dead-end data, surprises and waste.

We are fans of analytics, controls, and building efficiency.

We have created the most comprehensive energy intelligence platform our industry has ever seen.

We believe in our partners. We believe in ourselves. We like to have so much fun we forget how hard we're actually working.

Matthew Parish

From: Joseph A Sarzyniak (CENSUS/NY FED) <joseph.a.sarzyniak@2020census.gov>
Sent: Tuesday, September 17, 2019 9:20 AM
To: Matthew Parish
Cc: Art Pappas
Subject: Fw: 2020 Census

Good Morning Matt,

It was nice to meet with You and Mayor Pappas yesterday. I am excited for the opportunity to speak to the City Council and explain the needs of the 2020 Census and the impact a complete and accurate count will have on our community. I have scheduled the workshop on my calendar for next week and additionally scheduled the farmers market for the next 2 weeks. My supervisor agrees we should consider doing both Thursday and Saturday to reach as many residents as possible.

The 2020 Census is quickly approaching, and it will be a massive undertaking and we cannot do it alone. To ensure every community is accurately represented we are reaching out to community leaders/ community organizations to assist with the promotion of the 2020 Census employment opportunities and responding to the 2020 Census.

I am reaching out to you to request a meeting to discuss how the City of North Tonawanda and Census bureau can work together to promote the 2020 Census. It is important all people are counted in the 2020 Census.

As a leader in the Community you are a trusted voice and I would like to partner with you and help us be instrumental in the success of the 2020 Census. The following link is a short video explaining why the 2020 Census is so important - <https://youtu.be/LXJz7ZfzAuM>

All job opportunities for the 2020 Census are available at 2020census.gov/jobs. If there is anything else I can do to assist you please let me know. At some point I would like to meet with you to discuss the 2020 Census and offer you some promotional materials. Just let me know when your schedule would permit a meeting.



Shape Your Future

youtu.be

Can one girl in a small town, an architect in a major city, and a suburban high school coach shape the future of the United States? Yes, they can. Because ev...

Thank you for your assistance and I look forward to working with you.

Joseph A. Sarzyniak
New York Regional Census Center
Field Division
U.S. Census Bureau

Cell: (716) 906-6702

Joseph.A.Sarzyniak@2020census.gov

City of North Tonawanda, NY

CITY CODES

Effective Date of change: October 1, 2019

Chapter 98. Water

§ 98-12. Installation of service lines.

A. Connection of water service pipes.

- (1) All water pipes connecting from the city water mains to privately owned premises shall be installed by the owner of the premises to be serviced at his expense. The owner shall also make repairs and replacements when needed at his expense.
- (2) It shall be unlawful for any person, firm or corporation to install, replace or repair connecting water service pipes without first applying for and being granted a permit from the Plumbing Inspector.
 - a) All water service lines larger than one-inch diameter will require:
 - 1) Flush to remove debris and contaminants.
 - 2) Pressure test certification.
 - 3) Disinfection may be required based on use category.*** If Disinfection takes place it must be performed to AWWA Standards by Water Department personnel or competent contractor.
[Added 10/1/2019]
 - b) All service lines three-inch diameter and larger will additionally require disinfection.
 - 1) Disinfection must be performed by Water Department personnel or competent contractor.
 - 2) Disinfection must be performed to AWWA Standards.**[Added 10/1/2019]**
- (3) Excavations for connecting water service pipes shall be made in conformance with existing local laws, ordinances, statutes, rules or regulations; provided, however, that it shall be unlawful to place any connecting water service pipe in the same excavation with or directly over any drain or sewer pipe.
- (4) Shutoff boxes or service boxes shall be placed on every connecting water service pipe in a position between the curb-line and the sidewalk line where this is practicable, and the tops of all such boxes shall be brought to finish grade. Such boxes shall be located where they are easily accessible and shall be protected from frost.

- (5) Whenever a connecting water service pipe, which is in need of repair, creates a condition which, in the opinion of the Superintendent of Water, may tend to undermine a public roadway or create some other hazard or damage, the Superintendent of Water shall give notice in writing to the owner of record of the premises served by said connecting pipe. Said notice shall demand that the owner make the necessary repairs within 10 days and shall advise that if the owner does not make the repairs, then the city will cause the repairs to be made, and the costs and expenses of the repairs shall be assessed upon the land involved.
- (6) Whenever the owner of record of a parcel of land, who had received a notice from the Superintendent of Water to repair a connecting water service pipe servicing said parcel, refuses or neglects to make said repairs, the Common Council, by resolution, may cause said repairs to be made, and the costs and expenses of making said repairs shall be by it assessed upon such premises in the name of the record owner. From the time the assessment roll shall have been completed, filed and confirmed, the sum therein assessed upon the specified premises shall become and be a lien and charge upon said premises superior to all other liens, rights, titles or estates therein.

B. All private service lines shall be installed, maintained, altered or replaced with American manufactured copper "K" soft tubing, which shall conform to ASA No. H23 1-1947 and ASTM designation B88-51, of the following widths and thickness:

Width in Inches	Thickness in Inches
¾	.065
1	.065
1 ¼	.065
1 ½	.075
2	.083

- (1) It shall be unlawful for any person, firm or corporation to repair a lead service. All services must be replaced.
[Added 4-20-1993]

C. Location of service lines.

- (1) All service lines must be laid at least four feet deep and no less than four feet distant from any open area or vault. No service pipe shall be laid in the same trench with any drain, sewer or other utility lateral, but must be laid in a separate trench and not less than three feet from any drain or sewer pipe or utility lateral except by special authorization of the Water Department and extraordinary cases, including where solid rock is encountered.
- (2) No backfilling within the immediate area of the curb stop connection shall be done until inspection and approval of said curb stop connection by the Water Department.

§ 98-21. Fees

All disinfection and laboratory fees shall be set by the Superintendent of the Water Department and established in schedule form as he shall prescribe by departmental regulation. Copies of such schedule shall be on hand for public distribution at the office of the Water Department, free of charge.

[Added 10/1/2019]

September 16, 2019

Matthew Parish

City Clerk/Treasurer

216 Payne Avenue

North Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE

2019 SEP 18 PM 12:01
NORTH TONAWANDA NY

Traffic Safety Minutes:

The September 2019 meeting of the North Tonawanda Traffic Safety Committee was held between members Frank, Sikora, Daigler, Vater, Lemke, Grinnell, Dibernardo, Anastasi to discuss items from July, August and September. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made. Member Frank, Sikora and Daigler met in July and August to discuss some urgent matters that came through the Mayor's office.

JULY / AUGUST

NEED APPROVAL

- ① The committee has been monitoring the stop signs at Payne Avenue and Schenck Street over the last several months to see whether or not stop signs or a red light should be put up. Member Frank reached out to police department members and other city workers and the consensus is to leave the stop signs up. Member Frank is asking to have "no parking" signs put up in front of 296 Payne Avenue to the southwest corner of Payne Avenue and Schenck Street to help with a better line of site. At this time the "no parking" will not affect any businesses as there are currently and have not been any businesses on this corner.
2. Councilman, Donna Braun, received a complaint regarding parking on Bennett Street and Stanley Street and the possibility of no parking on one side of the street. The committee is not against the idea but believes that Braun should talk to the residents on those streets and see if it is something that the majority of the residents would want. Braun will get back to the committee.
3. Councilman, Robert Pecoraro, received a complaint from a resident on Christiana Street who would like a sign that reads "Do not turn around in Driveway" in front of her house. The committee declined this request. Pecoraro has been notified.
4. The Mayor's office received a request for a crosswalk from Dimatteo Drive to the entrance of Mayor's Park. The committee is in favor of this request. Member Daigler will discuss this request with the city engineer, Dale Marshall.

5. The Mayor's office received a request for a "Deer Crossing" sign on Payne Avenue and East Stenzil Street. The committee is in favor of this request.
6. Calgon Carbon representative, Chuck Schmitel, filed a complaint regarding one of his drivers getting a ticket on Wheatfield Street. Schmitel believed they had permission from the City of North Tonawanda to use Wheatfield Street to transport materials from Calgon to the City's Water Treatment Plant on River Road. Schmitel was advised that they need to use Robinson Street and it is only to be used to transport to/from the Water Treatment Plant.
7. Assistant City Attorney, Nick Robinson, requested "No Parking on Railroad Tracks" signs at the railroad crossings along River Road. If there are vehicles stopped on the railroad tracks along the River Road railroad tracks that would mean that they went through a red light which is vehicle and traffic violation. If drivers obey the law they will not be parked on the railroad tracks therefore the committee declines this request. Robinson has been notified.
8. Lu Ann Rossi requested more "Do Not Block Bike Path" signs along Sweeney Street. Member Daigler will add more signs. Violators will be ticketed for parking on the bike path.
9. Robert Tremko requested "No Parking" signs on Thomas Fox East. The committee checked the area on different days and times and there are no ongoing issues. The committee declines this request and believes that removing the center line may solve the issue. Tremko has been notified.
10. Insignia Development requested a terrace parking permit at 784 Oliver Street. The committee agrees that the building has no off street parking. The problem is if the committee grants permission to the terrace parking permit it would mean that cars would be parking on the sidewalk. The committee denies this request at this time and believes that the owner should speak the city attorney due to the liability of parking on the sidewalk. Denial paperwork has been given to Lori Swartz.
11. Lesley Maziarz requested a terrace parking permit for 667 Oliver Street. The address has a driveway that no one is using. The building is also deemed for 2 apartments so if they are renting out rooms they would be out of code. This request is declined. Denial paperwork has been given to Lori Swartz.
12. Amber Holycross requested "No Parking" signs in front of her residence at 696 Wurlitzer Drive. This address was checked by committee members on several days and times and does not believe that this is an all day problem. It appears that the problem is when one of the neighbors has a party or gathering. The committee recommends that Mrs. Holycross speak to her neighbors and ask them for some courtesy. Holycross has been advised.

SEPTEMBER

1. Member Frank requested more "No Parking" signs on Spruce Street across from Spruce School to help the buses.
2. Councilman, Donna Braun, had a complaint about large trucks using Wheatfield Street. Member Frank advised Traffic Officer Cress who has been monitoring and issuing tickets to violators.

3. Kate Bevilacqua of 1457 Fairfield Drive requested "Children at Play" signs on her street. Mrs. Bevilacqua was advised that there are children playing on every street and that the signs are designated for parks, playgrounds, schools and day cares. Fairfield Drive is also a short dead end street which means the majority of the traffic are people that live on the street therefore it appears to be part of a neighbor problem. Member Frank will have Traffic Officer Cress monitor the street and we will place the speed sign on Fairfield Drive.
4. Troy Schmidt of 600 Sweeney Street and Chris Carey of 610 Sweeney Street requested that they be allowed to park on the grass across from their residences. They both state that they maintain the property and they advised the committee that they pay taxes and have insurance for the property. Both parties were advised that if they have the proper paperwork they should take it to the city attorney to verify it and then we can make a decision on whether or not they can park vehicles on the property.
5. Kathy Carr of 937 Oliver Street would like a crosswalk in front of her store, Matt's Music. Carr believes that a crosswalk would help the safety of the children coming to and from her music store. The committee agrees with Mrs. Carr although there are some issues that would need to be worked out. Member Daigler will look into liability and whether or not the curb can be cut. Suggestions from the committee are that we place "No Parking" signs in front of the store to help the line of site, and have Mrs. Carr place a portable stop sign in the crosswalk each evening.

Meeting adjourned at 2115 hours for the September meeting

Travel Safely,

Robert J. Frank



VANGUARD *Church*

September 10, 2019

City of North Tonawanda

City Clerk

Matthew Parish

Dear Mr. Parish ,

Vanguard Church would like to have our annual Trunk & Treat event for the neighborhood in the fall.

The city has been allowing us use the city market lot for this event. We are again, this year asking permission to use that lot on October 31, 2019 from 5pm until 9pm.

Certificate of Liability was requested which you will find included in this letter

Sincerely,

Marian Stilwell

Vanguard Church, Administrator

375 Payne Ave.

North Tonawanda, NY 14120

Sutherland Lodge F. & A. M. #826
1400 Ruie Rd
North Tonawanda, New York 14120

16 September 2019

Mr. Matthew Parish
Department of Clerk/Treasurer
City Hall
216 Payne Ave
North Tonawanda, NY 14120

Dear Mr. Parish:

I am writing to you in regards of an event Sutherland Lodge F. & A. M. are hosting. On October 25, 2019 Sutherland Lodge will be hosting a "Community Trunk or Treat". We have been inquiring from local organizations and businesses to help sponsor the event by coming with a vehicle and bringing a treat to hand out. During our inquiring periods we had made contact with North Tonawanda Dog Control Officer Mr. Salisbury who informed us he'd be interested in participating in the event pending Council Approval. I come to you today seeking that approval from our City Council. Mr. Salisbury would be using the patrol car from 6:30pm until 9pm that Friday. During which he will spreading joy to the children of this great community, giving back, and keeping the city safe. Thank you for the consideration.

Sincerely,

Jacob Quinn
Director of Community Outreach Of Sutherland Lodge F. & A. M. #826
(716)-704-4507
communityoutreachsutherland@gmail.com