

COMMUNICATIONS FROM CITY OFFICIALS

#1. Joe Aiello

October 9, 2024

Mayor Austin Tylec
216 Payne Avenue
North Tonawanda, NY 14120

For personal reasons, I will have to resign my position on the North Tonawanda Plumbing Board. I greatly appreciated the opportunity to have served the city in this capacity. If there is a position in the future that you feel I could further help the city, please let me know.

Thank you for your consideration

Joe Aiello

MOVED by Alderman Marranca **SECONDED** by Alderman DiBernardo
That the Common Council hereby receives and files the letter of resignation from Joe Aiello from the North Tonawanda Plumbing Board.

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)

Nays: None (0)

CARRIED.

I.1 Mayor

October 8, 2024

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

MOVED by Alderman DiBernardo **SECONDED** by Alderman Marranca
That the Common Council at a regular meeting, held at City Hall, 216 Payne Avenue, North Tonawanda, New York at 6:30 p.m. on October 15th, 2024 approves the Resolution for the Gratwick Riverside Park Improvements Phase II Agreement of Procedures and Conditions of early release of funds, and it reads as follows:

WHEREAS, the City of North Tonawanda was awarded a grant for funds as part of the Gratwick Riverside Park Improvements Phase II through the Niagara River Greenway Commission and Niagara County Ad Hoc Committee on Tourism

WHEREAS, the City of North Tonawanda was approved by the Niagara County Ad Hoc Committee on Tourism to re-scope the award to include improvement of access roads and parking areas.

WHEREAS, the City is requesting release of funds according to the acceptance of the terms and conditions required of the waiver of total completion of the project before distribution of the award

WHEREAS, the City will submit all required project documentation in the agreement prior to the release of funds

WHEREAS, the City will submit all required documentation listed in the agreement upon release of the funds

WHEREAS, the city will complete all items of the award by June 1, 2025, unless an extension is approved in writing by Niagara County

WHEREAS, Mayor Austin Tylec is an authorized signor for the acceptance of these terms and conditions on behalf of the City of North Tonawanda

NOW, THEREFORE, BE IT RESOLVED, that the Council hereby authorizes the Mayor to sign the acceptance of terms and conditions for the release of funds as part of the Gratwick Riverside Park Improvements Project Phase II.

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

I.2 Mayor

October 9, 2024

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

Re: Appointment to Plumbing Board – Joseph Liberto

Dear Honorable Body,

Please be advised that I am appointing Joseph Liberto, 839 Deerfield Drive, North Tonawanda, NY 14120 to the Plumbing Board effective immediately. His term will expire December 31, 2024, finishing the term vacated by Joseph Aiello per the attached resignation.

Thank you for your attention to this matter.

**Respectfully,
 Austin Tylec
 Mayor**

MOVED by Alderman Schmigel SECONDED by Alderman Lavey
That the Common Council hereby receives and files the appointment of Joseph Liberto to the North Tonawanda Plumbing Board effective immediately and expiring December 31, 2024.

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

IV.1 Engineer

October 3, 2024

**Honorable Austin J. Tylec, Mayor
 And Common Council Members
 City Hall / 216 Payne Avenue
 North Tonawanda, NY 14120**

**Re: Project 2024-08: North Tonawanda Traffic Signal Upgrades at 19
 Intersections, Various Locations
 PIN 5765.19, Comptrollers Contract #D041571 – Acceptance of the Federal
 Aid Local Project Agreement**

Dear Honorable Body:

The New York State Department of Transportation (NYSDOT) has requested that the City of North Tonawanda (City) enter into a Federal Aid Local Project Agreement, which

details the commitment of both agencies to participate in the administration and funding of the various phases of the Traffic Signal Upgrades at 19 Intersections Project.

As such, I am requesting that the Council adopt a resolution that the City authorizes the Mayor to sign the enclosed Federal Aid Local Project Agreement with the NYSDOT for a total of \$312,000. This amount is both the Federal and non-Federal share of the cost of the above project's Engineering (Design I-VI) phase. The City must commit to pay, in the first instance, 100% of the Federal and non-Federal share of the cost of this project's phase. The NYSDOT will then reimburse the City as the project is progressed. Please find the resolution attached.

Very truly yours,
Chelsea L. Spahr, P.E.
City Engineer

MOVED by Alderman Marranca **SECONDED** by Alderman Schmigel
That the Common Council at a regular meeting, held at City Hall, 216 Payne Avenue, North Tonawanda, New York at 6:30 p.m. on October 15th, 2024 approves the Resolution Authorizing the Implementation, and funding in the first instance 100% of the Federal-aid and State "Marchiselli" Program-aid eligible costs, of transportation Federal-aid project, and appropriating finds therefore, and it reads as follows:

WHEREAS, a Project for the City of North Tonawanda Traffic Signal Upgrades at 19 Intersections, Various Locations, P.I.N. 5765.19 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-Federal funds; and

WHEREAS, the City of North Tonawanda desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of the Design (I-VI) phases of the Project PIN 5765.19 which is estimated to be \$312,000.

NOW, THEREFORE, the City of North Tonawanda Common Council, duly convened does hereby

RESOLVE, that the City of North Tonawanda Common Council hereby approves the above-subject project; and it is hereby further

RESOLVED, that the City of North Tonawanda Common Council hereby authorizes the City of North Tonawanda to pay in the first instance 100% of the federal and non-federal share of the cost of the Design (I-VI) phase of the work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$312,000 will hereby be appropriated from expenditure line 001.3310.0480 Traffic Control Operations in the 2025 budget and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Common Council of North Tonawanda shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Mayor of the City of North Tonawanda be and is hereby authorized to execute all necessary Agreement, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City of North Tonawanda with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project and it is further

RESOLVED, this Resolution shall take effect immediately

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

IV.2 Engineer

October 3, 2024

**Honorable Austin J. Tylec, Mayor
 And Common Council Members
 City Hall / 216 Payne Avenue
 North Tonawanda, NY 14120**

**Re: North Tonawanda Traffic Signal Upgrades at 19 Intersections, Various
 Locations, Project 2024-08 PIN 5765.19**

Dear Honorable Body:

As you are aware, it was announced in June 2024 that the City of North Tonawanda will be the recipient of \$1,656,834 from the New York State Department of Transportation (NYSDOT) funding under the Transportation Alternatives, Congestion Mitigation and Air Quality Improvements, and Carbon Reduction Programs (TAP/CMAQ/CRP). The TAP/CMAQ/CRP program is an 80% reimbursable grant that will be utilized to upgrade 19 signalized intersections throughout the City at a total cost of \$2,071,043.

To complete the traffic signal upgrades, 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 November 2023 to assist with the grant writing for the TAP/CMAQ/CRP grant and if the City was successful in acquiring the grant, the future design. The City received three proposals from the fifteen eligible professional firms. A review committee was convened with representation from City Engineering, Community Development, and the Department of Public Works, to review the proposals and provide a recommendation to the Council.

Upon review, the committee selected Erdman Anthony and is recommending the City select Erdman Anthony to perform the tasks outlined in the attached agreement. Erdman Anthony is a local firm with experience in transportation engineering design. The review committee felt the team assembled by Erdman Anthony demonstrated the experience, expertise, and capacity to complete this project for the City.

I am hereby requesting this honorable body consider selecting Erdman Anthony to complete the Traffic Signal Upgrades at 19 Intersections Project and authorize the Mayor to sign a contract with Erman Anthony, pending review and approval by the City Attorney, for the proposed fee of \$312,000.00,

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

**Very truly yours,
 Chelsea L. Spahr, P.E.
 City Engineer**

MOVED by Alderman Schmigel **SECONDED** by Alderman Lavey
That the Common Council hereby approves Erdman Anthony to complete the Traffic Signal Upgrades design at 19 Intersections, Project 2024-08 PIN 5765.19 and authorizes the Mayor to sign a contract, for the proposed fee of \$312,000.00,
Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

VI. Supt. Water/Wastewater

October 8, 2024

**Honorable Mayor Austin Tylec
 And Common Council
 216 Payne Avenue
 North Tonawanda, NY 14120**

Re: NT Water Meter and AMR System Installation Project

Honorable Body:

On September 11, 2024, after review of multiple proposals, we have decided to move forward with the water meter and AMR system installation proposal from Professional Meters, Inc. Once approved, we will begin the process of replacing all residential meters in the City of North Tonawanda with Kamstrup remote read water meters.

Based upon the performance and experience of Professional Meters Inc. I recommend that Professional Meters Inc. be awarded these professional services to perform the installation and scope of work described on a lumpsum basis not to exceed \$1,663,368.74. these services will be paid with bonded money incorporated in the 2024 bond for water meter replacements.

Please contact me if you have any questions or concerns regarding this service proposal. Thank you for your time and consideration of my request.

**Sincerely,
 Jason W. Koepsell
 Supt. Water/Wastewater**

MOVED by Alderman DiBernardo **SECONDED** by Alderman Lavey
That the Common Council hereby approves Professional Meters Inc. to be awarded the professional services to perform the installation and scope of work of replacing all residential meters in the City of North Tonawanda with Kamstrup remote read water meters, in an amount not to exceed \$1,663,368.74.
Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

VII.1 Accountant

October 9, 2024

**Honorable Austin J. Tylec, Mayor
 and Common Council
 City Hall, 216 Payne Avenue
 North Tonawanda, NY 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 15th, 2024 and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm regards,
Jeffrey R. Zellner
City Accountant

MOVED by Alderman Marranca **SECONDED** by Alderman Lavey
That the Common Council hereby authorizes for payment the current Abstract of Claims for Common Council Audit dated October 15th, 2024, and further authorizes the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant:

01	General Fund	\$397,465.32
02	Water Fund	\$40,868.54
04	Sewer Fund	\$139,380.75
06	Capital Project Fund	\$399,482.23
07	Trust & Agency Fund	<u>\$22,959.43</u>
00	Final Total	<u>\$1,000,156.27</u>

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

VII.2 Accountant

October 3, 2024

Honorable Austin J. Tylec, Mayor
And Common Council Members
City Hall / 216 Payne Avenue
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 amendment of fiscal year 2024 appropriations, based on the request of the Department Head, copy attached.

<u>Amount</u>	<u>Increase Account</u>	<u>Decrease Account</u>
\$4,000	001.7310.0480 Youth Center-Operations	001.7140.0480 Sports & Playgrounds-Operation
\$1,163	001.7310.0480 Youth Center-Operations	001.7180.0480 Pool-Operations
\$1,185	001.7310.0480 Youth Center-Operations	001.7180.0410 Pool-Administration
\$887	001.7310.0480 Youth Center-Operations	001.7180.0440 Pool Building and Grounds
\$3,000	001.7250.0420 Golf Course-R&M	001.7180.0100 Pool-Personal Services
\$5,625	001.7250.0440 Golf Course-Buildings & Grounds	001.7180.0100 Pool-Personal Services

Warm regards,
 Jeffrey Zellner
 City Accountant

MOVED by Alderman DiBernardo **SECONDED** by Alderman Lavey
 That the Common Council hereby authorizes the City Accountant to make the following
 Budgetary Transfer of fiscal year 2024 appropriations, based on the request of the
 Department Head:

<u>Amount</u>	<u>Increase Account</u>	<u>Decrease Account</u>
\$4,000	001.7310.0480 Youth Center-Operations	001.7140.0480 Sports & Playgrounds-Operation
\$1,163	001.7310.0480 Youth Center-Operations	001.7180.0480 Pool-Operations
\$1,185	001.7310.0480 Youth Center-Operations	001.7180.0410 Pool-Administration
\$887	001.7310.0480 Youth Center-Operations	001.7180.0440 Pool Building and Grounds
\$3,000	001.7250.0420 Golf Course-R&M	001.7180.0100 Pool-Personal Services
\$5,625	001.7250.0440 Golf Course-Buildings & Grounds	001.7180.0100 Pool-Personal Services

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
 Nays: None (0)
CARRIED.

IX. Supt. Public Works

October 2, 2024

Honorable Austin J. Tylec, Mayor
 And Common Council Members
 City Hall / 216 Payne Avenue
 North Tonawanda, NY 14120

Re: Street Lighting – Bush Meadows Phase I

Dear Honorable Body:

In conjunction of the City Engineering Department, we requested the annual facilities and energy use charges for LED street lighting from National Grid for proposed new street lighting in the new Bush Meadows subdivision.

We estimate that there will be approximately 7 new streetlights to be installed on Collins Court and Cardinal Way. The estimated annual cost per streetlight is approximately \$188.70 from National Grid.

The estimated annual cost for these facilities is \$1320.90.

I recommend that the Council resolve to authorized National Grid to install new street lighting in the Bush Meadow subdivision and that the City Clerk be directed to send a copy of the Councils Resolution to Ms. Bernice Montague, Customer Representative for National Grid.

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

Very truly yours,
 Mark Zellner
 Supt. Public Works

MOVED by Alderman DiBernardo **SECONDED** by Alderman Marranca
 That the Common Council at a regular session meeting, held at City Hall, 216 Payne Avenue, North Tonawanda, New York at 6:30 PM on October 15th, 2024, approves National Grid to install 7 new streetlights on Collins Court and Cardinal Way, at an estimated cost of \$188.70 per streetlight.

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
 Nays: None (0)
CARRIED.

X. Police Chief

October 3, 2024

Honorable Austin J. Tylec, Mayor
 And Common Council
 City Hall
 North Tonawanda, NY 14120

Dear Honorable Body:

Would you please reappoint Frank C. Burkhart as Commissioner of Deeds for the City of North Tonawanda, effective from November 2, 2024, and ending on November 1, 2026.

Respectfully,
 Keith T. Glass
 Chief of Police

MOVED by Alderman Lavey **SECONDED** by Alderman Marranca
 That the Common Council hereby approves the reappointment of Frank C. Burkhart as a Commissioner of Deeds for the City of North Tonawanda, effective November 2, 2024 and expiring November 1, 2026.

Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
 Nays: None (0)
CARRIED.

XXV. Monthly Reports

.1 Clerk-Treasurer .2 Senior Citizen Center

MOVED by Alderman Lavey **SECONDED** by Alderman Schmigel
 That the Common Council hereby receives and files the aforementioned Monthly Reports.

Ayes: Alderman Schmigel, Marranca, Loncar, DiBernardo (4)
 Nays: None (0)
CARRIED.

COMMUNICATIONS FROM OTHERS

A.
Sweeney Hose Co.

October 2, 2024

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

Dear Honorable Council,

The Sweeney Hose Fire Company #7 has accepted the resignation of Active Member Mike Ennis and has removed him from our active roster.

Please update accordingly the official roster kept within the City of North Tonawanda records.

Sincerely,
Daniel D. Schmidt
Secretary

MOVED by Alderman Lavey SECONDED by Alderman DiBernardo
That the Common Council hereby approves removing Mike Ennis from the North Tonawanda Volunteer Fire Rolls.
Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

B.
United Veterans Council of the Tonawandas

October 2, 2024

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

Dear Honorable Council,

On Monday November 11, 2024, the United Veterans' Council would like to hold our Veterans Service Day on the Renaissance Bridge. The service will start at 11 and will be over by 11:30. We are requesting that traffic to the bridge be closed at 10:45 and reopen at 11:45.

We would like Mayor Tylec to introduce city officials in attendance and give a short speech.

In service to America,
Paul Pietrowski
President, United Veterans' Council

MOVED by Alderman DiBernardo SECONDED by Alderman Marranca
That the Common Council hereby approves the closing of the Renaissance Bridge from 10:45 AM to 11:45 AM on Monday, November 11, 2024, for the annual Veterans Day Observance, and directs the Police Department to help with traffic control and DPW to provide barricades and for said event.
Ayes: Alderman Schmigel, Marranca, Lavey, DiBernardo (4)
Nays: None (0)
CARRIED.

AUDIENCE PARTICIPATION - None

ADJOURNMENT

MOVED by Alderman Marranca SECONDED by Alderman DiBernardo
That this regular session of the Common Council be and hereby is adjourned.
CARRIED.

Time of adjournment: 6:55 P.M.

Respectfully submitted,

Donna L. Braun

Donna L. Braun
City Clerk-Treasurer