

City of North Tonawanda

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@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 17, 2024

The following meetings have been scheduled for **TUESDAY, MAY 21, 2024**

*****PROCLAMATION FOR ALS AWARENESS*****

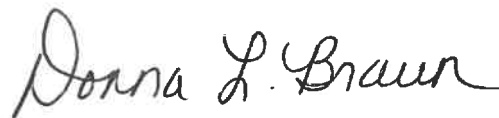
6:15 PM Common Council Meeting Discussion

6:30 PM Common Council Meeting

– **Executive Session**

- **Re: Union Contract Discussion**

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer

**TO: Honorable Mayor & Common Council
Alderman Schmigel, DiBernardo, Lavey, Loncar, Marranta**

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, MAY 21, 2024 6:30PM

*****PROCLAMATION FOR ALS AWARENESS*****

AUDIENCE PARTICIPATION – Agenda items only, not to exceed 90 minutes with each speaker limited to a five-minute maximum.

PROOF OF PUBLICATION PUBLISHED 05/2/2024

- 1) Legal Notice – Completion of the 2024 Tentative Assessment Roll – City Assessor**

PROOF OF PUBLICATION PUBLISHED 5/8/2024

- 1) Legal Notice – Request for Proposals for the Sale and Development of a vacant parcel of land located at 78 Bridge Street – Dir. Community Development**

COMMUNICATIONS FROM CITY OFFICIALS

- | | | |
|-----------------------------|----------|--|
| III. Clerk-Treasurer | - | Re: Removal of 804 Revere Avenue from the Appropriate In Rem Foreclosure Proceeding |
| IV.1 Engineer | - | Re: Approval of Federal Wetland Mitigation Credit Purchase for the Erie Canal Bike Path Extension |
| IV.2 Engineer | - | Re: Approval of the North Tonawanda Stormwater Program Assistance Agreement |

- V. Supt. Water/Wastewater - Re: Approval of design proposal for the Wastewater Treatment Plant Solid Handling Improvements
- VII. Accountant - Re: Payment of the Abstract of Claims Dated May 21, 2024
- X. Police Chief - Re: Approval of increase in fines for violations on The North Tonawanda Police Department parking summons
- XI. Fire Chief - Re: Approval to have the Fireman's Inspection Day Parade, Saturday June 15th, 2024
- XIX. Building Inspector - Re: Approval of the 2024 Grass Cutting Contract for the City of North Tonawanda
- XXV. Monthly Reports
- .1 Senior Citizen Center .2 Clerk-Treasurer
- XXXII. Community Development - Re: Approval of attached Resolution to submit a Grant Application to Empire State Development under the Round-8 Restore NY Communities Initiative

COMMUNICATIONS FROM OTHERS

- A.
Columbia Hook & Ladder Co. - Re: Exemption Petition for 25 Years of Service to John W. Veach

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

MAY 21 2024

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

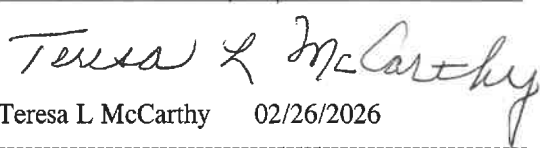
NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 331971 was printed and published in said paper on the following dates:

05/02/2024


Principal Clerk

Subscribed and sworn to before me this
5.2.24


Teresa L. McCarthy 02/26/2026

Notary Public Expiration Date

TERESA L MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

2024 MAY 3 AM 9:04
NORTH TONAWANDA NY
RECEIVED
CITY CLERK'S OFFICE

**LEGAL NOTICE
COMPLETION OF
2024 TENTATIVE ASSESSMENT ROLL**

Notice is hereby given that the Tentative Assessment Roll for the City of North Tonawanda, New York has been completed and verified pursuant to Section 506 of the Real Property Tax Law and is on file in the office of the City Assessor; on our City webpage: <http://cityofnorthtonawanda.prosgar.com>, Niagara County Real Property Tax Services website: www.niagaracounty.com/realproperty/ also at the North Tonawanda Public Library; where it is open for public inspection as provided by law.

The Review forms and the RP-524 Grievance Forms to challenge your tentative assessment will be available in the Assessor's office, the North Tonawanda Library and our website www.northtonawanda.org.

The Board of Assessment Review will meet on Tuesday May 28th, 2024 at City Hall, 216 Payne Avenue, North Tonawanda, NY from 5:30 P.M. to 9:30 P.M. if you are not attending the meeting please submit your paperwork to the Assessor's Office by 5:00 pm on May 28th, 2024. The Board will hear and examine all verified written Review forms with the RP-524 applications and will mail you their decision in a timely fashion.

Barbara W. Klenke
City Assessor
City of North Tonawanda
N#331971

5/2/2024

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

MAY 21 2024

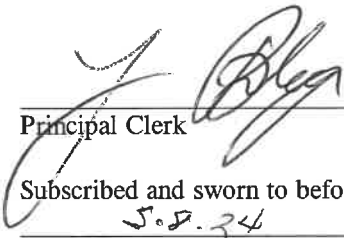
Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

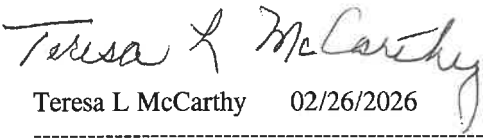
NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 332735 was printed and published in said paper on the following dates:

05/08/2024

RECEIVED
CITY CLERK'S OFFICE
2024 MAY 9 AM 9:58
NORTH TONAWANDA NY


Principal Clerk
Subscribed and sworn to before me this
5.8.24


Teresa L. McCarthy 02/26/2026

Notary Public Expiration Date

TERESA L MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

117 Bids 117 Bids

Legal Notice
City of North Tonawanda
78 Bridge Street Development

Notice is hereby given that the City of North Tonawanda is issuing a Request for Proposals (RFP) for the sale and development of a vacant parcel of land located at 78 Bridge Street on Tonawanda Island in the City of North Tonawanda.

The RFP is seeking a qualified developer or development team with the expertise, development credentials, financial capacity, and experience to prepare concepts for the development of the property in accordance with the NT Momentum Master Plan and DRI Strategic Investment Plan.

To obtain a copy of the Request for Proposals, please visit www.lumbercitydc.com

Submissions are due back on July 10th 2024 to:

Laura Wilson, Director of Community Development
500 Wheatfield Street
North Tonawanda, NY 14120
N#332735 5/8/2024

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@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

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

RECEIVED
CITY CLERK'S OFFICE

May 10, 2024

2024 MAY 10 PM 3:22
NORTH TONAWANDA NY

MAY 21 2024

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

Dear Honorable Mayor and Common Council:

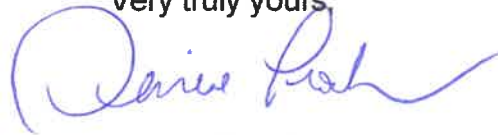
Please be advised that I have received payment in full for back City, School taxes for the following parcel:

182.24-1-38.1 804 Revere Avenue Coogan Regina

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

Thank you for your cooperation.

Very truly yours,



Denise Proefrock
Assistant City Treasurer

cc: Ed Zebulske, City Attorney



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

Chelsea L. Spahr, P.E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568
MAY 21 2024

May 15, 2024

IV-1

Austin J. Tylec, Mayor
and Common Council Members
City Hall North Tonawanda
216 Payne Avenue
North Tonawanda, New York

Re: Erie Canal Bike Path Extension – Federal Wetland Mitigation Credit Purchase

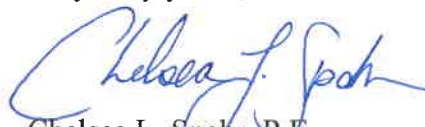
Honorable Body:

The Erie Canal Bike Path Extension Project will impact 0.21-acre of Federal jurisdiction wetlands along Sweeney Street in the vicinity of 1655 Sweeney Street. As this impact will be permanent and unavoidable, and mitigation on site is not feasible, the Army Corps of Engineers (ACOE) will require, as part of their permit, that the City of North Tonawanda purchase 0.26-acre of wetland credits from Ducks Unlimited In Lieu Fee Mitigation Program Niagara River Service Area. Please see attached ACOE permit.

Currently, a 1.00-acre wetland credit from Ducks Unlimited is \$136,800.00. The City's 0.26-acre wetland credit will be \$35,568.00. I have attached the invoice from Ducks Unlimited Inc. for your reference as well.

I therefore recommend that the Common Council authorize the payment to purchase wetland credits from Ducks Unlimited Inc., 1035 Seventh North Street, Suite H, Liverpool, NY 13088; in an amount of \$35,568.00; subject to review by the City Attorney.

Very truly yours,


Chelsea L. Spahr, P.E.
City Engineer

CLS:cls

Cc: file, w/encls
Edward Zebulske, City Attorney, w/encls
Mark Zellner, Superintendent of Public Works
Alex Domaradzki, Director of Parks Recreation and Youth
Daniel Borcz., PE C&S Companies
Patrick A. Raney, PhD Ducks Unlimited

2024 MAY 15 AM 11:48
NORTH TONAWANDA, NY

RECEIVED
CITY CLERK'S OFFICE



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS BUFFALO DISTRICT
478 MAIN STREET
BUFFALO, NY 14202-3278

April 4, 2024

Regulatory Branch

SUBJECT: Department of the Army No.: 2023-00534 Nationwide Permit No.:42 as Published in the Federal Register, Volume 86, No. 8 on Jan. 13, 2021 and No. 245 on Dec. 27, 2021.

City of North Tonawanda
Engineering Department
216 Payne Avenue
North Tonawanda NY, 14120
ATTN: Chelsea Spahr, P.E.

Dear Ms. Spahr:

This pertains to the City's proposal to extend an existing asphalt pedestrian path known as the Erie Canal Bike Path Extension (PIN 5764.74) that will result in placement of fill into 0.21 acres of federal wetland. The project is located at Sweeney Street at Parkview Drive in the City of North Tonawanda, Niagara County, New York.

I have evaluated the impacts associated with your proposal and have concluded that they are authorized by the enclosed Nationwide Permit (NWP) provided that the attached conditions are satisfied.

Verification of the applicability of this NWP is valid until March 14, 2026 unless the NWP is modified, suspended, revoked, or the activity complies with any subsequent permit modification. Please note in accordance with 33 CFR part 330.6(b), that if you commence or are under contract to commence an activity in reliance of the permit prior to the date this NWP expires, is suspended or revoked, or is modified such that the activity no longer complies with the terms and conditions, you have twelve months from the date of permit modification, expiration, or revocation to complete the activity under the present terms and conditions of the permit, unless the permit has been subject to the provisions of discretionary authority.

It is your responsibility to remain informed of changes to the NWP program. A public notice announcing any changes will be issued when they occur and will be available for viewing at our website: <http://www.lrb.usace.army.mil/Missions/Regulatory.aspx>. Finally, note that if your activity is not undertaken within the defined period or the project specifications have changed, you must immediately notify this office to determine the need for further approval or reverification.

Your initiation of work as authorized by the enclosed NWP acknowledges your acceptance of the general and special conditions contained therein. This affirmation is limited to the

Regulatory Branch

SUBJECT: Department of the Army No.: 2023-00534 Nationwide Permit No.:42 as Published in the Federal Register, Volume 86, No. 8 on Jan. 13, 2021 and No. 245 on Dec. 27, 2021.

attached NWP and associated WQCand does not obviate the need to obtain any other project specific Federal, state, or local authorization. Specifically, you may need to obtain Article 15 (Protection of Water), Article 24 (Freshwater Wetland), and/or Article 34 (Coastal Erosion Management) authorization from the New York State DEC.

In addition to the general conditions attached to the NWP, your attention is directed to the following Special Conditions which are also appended at the end of the NWP:

1. As compensatory mitigation for the permanent and unavoidable loss of 0.21 acres of Federal jurisdictional wetlands the permittee must purchase 0.26 wetland credits from the Ducks Unlimited In-Lieu Fee Mitigation Program Niagara River Service Area. Prior to commencing the work associated with this permit authorization, the permittee must supply this office with a copy of the signed Credit Sale Letter verifying acceptance of full payment by the Ducks Unlimited In-Lieu Fee Mitigation Program for the appropriate credits. The documentation must be sent to the attention of David Leput at: david.w.leput2@usace.army.mil OR LRB.Regulatory.PermitCompliance@usace.army.mil.

Questions pertaining to this matter should be directed to me at: (716) 954-9048 or by writing to the following email address: martin.h.crosson@usace.army.mil.

Sincerely,

Martin Crosson

Martin Crosson
Biologist

Enclosures

cc: Justin Strong, P.E., C&S Engineers, Inc.
Daniel Borcz, P.E., C&S Engineers, Inc.

COMPLETION FORM / COMPLIANCE CERTIFICATION

Each permittee who receives a Nationwide Permit (NWP) verification letter from the Corps must provide a signed certification documenting completion of the authorized activity and any compensatory mitigation.

APPLICANT:

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

POINT OF CONTACT:

Justin Strong, P.E., C&S
Engineers, Inc.

File No.: 2023-00534

File Closed: 4/4/2024

NWP No.: 42

Upon completion of the activity authorized by this permit and any required compensatory mitigation sign this certification and return it to the address listed below within 30 days of project completion.

Please note that your permitted activity is subject to a compliance inspection by a U.S. Army Corps of Engineers representative. If you fail to comply with this permit you are subject to permit suspension, modification, revocation, and/or assessment of administrative penalties.

The permittee shall certify the completion of the authorized work and mitigation:

- a. The authorized work was done in accordance with the NWP authorization, including any general, regional, or activity specific conditions.
- b. The implementation of any required compensatory mitigation was completed in accordance with the permit conditions. If credits from a mitigation bank or in-lieu fee program are used to satisfy the compensatory mitigation requirements, this certification must include the documentation required by 33 CFR 332.3(1)(3) to confirm that the permittee secured the appropriate number and resource type of credits.

City of North Tonawanda

Date

Permittee Telephone Number: _____

Project Details: extend an existing asphalt pedestrian path known as the Erie Canal Bike Path Extension PIN 5764.74 that will result in placement of fill into 0.21 acres of wetland.

The project is located at Sweeney Street at Parkview Drive in the City of North Tonawanda, Niagara County, New York.

Return completed form to: LRB.Regulatory.PermitCompliance@usace.army.mil (Preferred)

Or Mail to: Mr. David Leput

Regulatory Branch

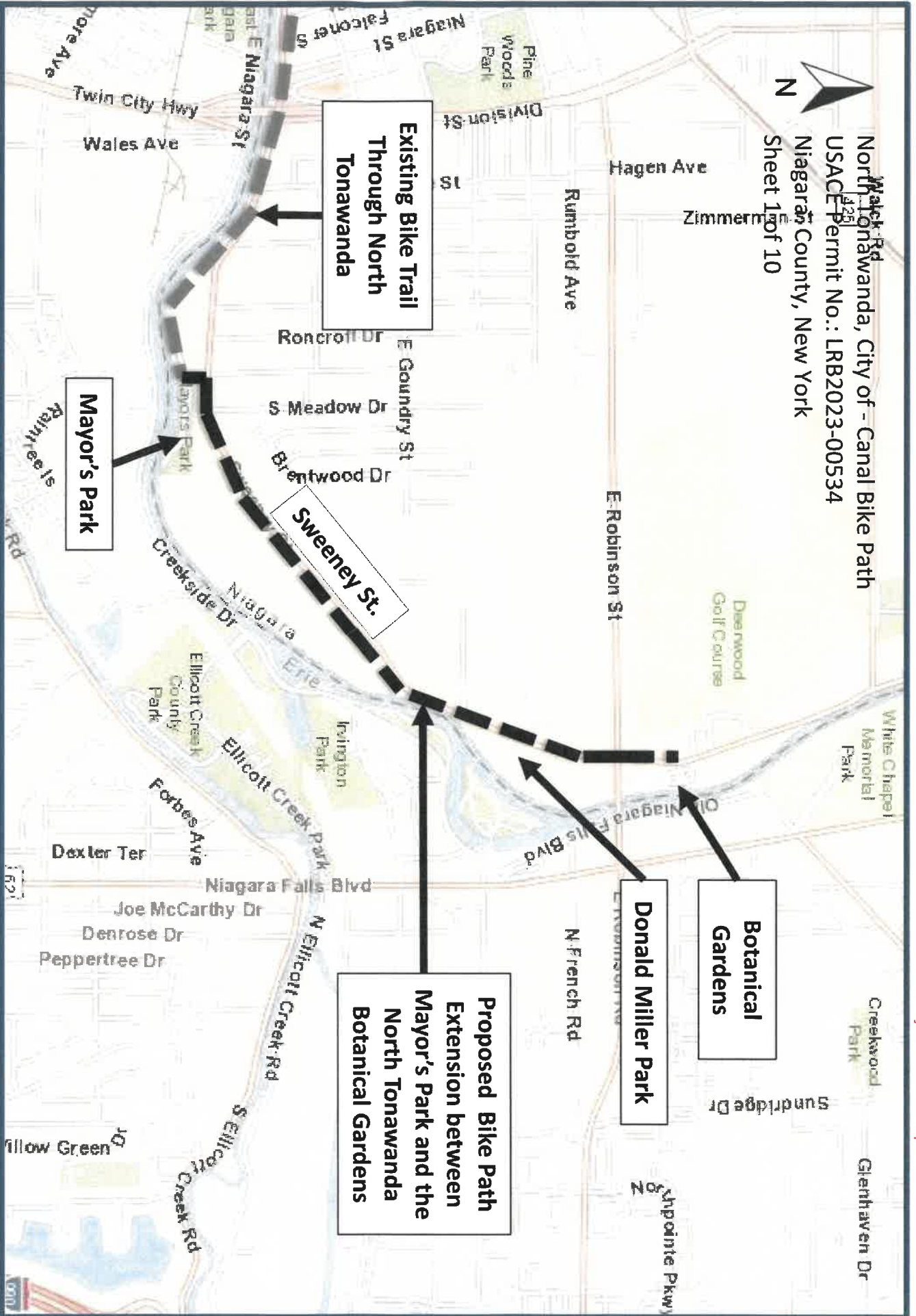
U.S. Army Corps of Engineers

478 Main St

Buffalo, NY 14202



North Tonawanda, City of - Canal Bike Path
USACE Permit No.: LRB2023-00534
Niagara County, New York
Sheet 1 of 10



**Existing Bike Trail
Through North
Tonawanda**

Mayor's Park

Sweeney St.

**Proposed Bike Path
Extension between
Mayor's Park and the
North Tonawanda
Botanical Gardens**

**Botanical
Gardens**

Donald Miller Park



Erie Canal Bike Path Extension
City of North Tonawanda, Niagara County, New York
PIN 5764.74

Location Map
Not to Scale



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

Chelsea L. Spahr, P.E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

May 15, 2024

IV.2

MAY 21 2024

Honorable Austin J. Tylec, Mayor
and Common Council Members
City Hall
North Tonawanda, New York 14120

Re: North Tonawanda Stormwater Program Assistance Agreement

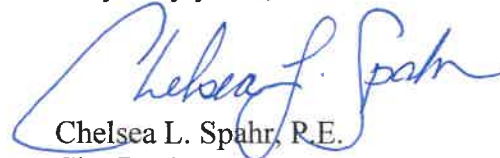
Honorable Body:

As part of the city's commitment as a member of the Western New York Stormwater Coalition beginning in 2010, the city has implemented a stormwater program to bring the city in compliance with the stormwater regulations and requirements of the Federal and State Government with the assistance of JM Davidson Engineering D.P.C.

The tasks of the consultant are to attend WNYSC Meetings, to prepare the annual stormwater report for submission to NYSDEC, to inspect and report on all City storm water detention facilities and stormwater management units, to assist the DPW in the annual inspection of the City's storm sewer outfalls to the Niagara River, and Tonawanda and Sawyer Creeks respectively, and to assist the City with SWPPP reviews and inspections. This year, the NYSDEC has enacted a new stormwater permit which will require additional services including interim progress certification, an update and revision to the City's SWMP Plan, creation of a draft enforcement response plan, additional public education and outreach, illicit discharge detection and elimination, post construction stormwater management, and to coordinate and develop a pollution prevention/good housekeeping program for all municipal operations that includes, public works, water, wastewater and recreation departments and to ensure their compliance.

Accordingly, I respectfully request the Common Council approve the enclosed 2024 North Tonawanda Stormwater Program Assistance Agreement with JM Davidson Engineering, D.P.C., 935 Sheridan Drive, Suite 120, Tonawanda, NY 14150 in an amount not to exceed \$50,000; authorizing the Mayor to sign said agreement, subject to the review by the City Attorney.

Very truly yours,


Chelsea L. Spahr, P.E.
City Engineer

CLS:cls

Cc: file, w/encls
Edward A. Zebulski III, City Attorney, w/encls
Mark Zellner, Superintendent of Public Works
Jason Koepsell, Superintendent of Water and Wastewater
Alex Domaradzki, Director of Youth, Recreation and Parks
Jaime Davidson, PE, JM Davidson Engineering

RECEIVED
CITY CLERK'S OFFICE

2024 MAY 15 PM 2:11
NORTH TONAWANDA NY

May 15, 2024

Ms. Chelsea L. Spahr, PE
City Engineer
City Hall, 216 Payne Avenue
North Tonawanda, New York 14120

**SUBJECT: PROPOSAL
CITY OF NORTH TONAWANDA
STORMWATER PROGRAM ASSISTANCE 2024**

Dear Ms. Spahr,

JM Davidson Engineering, D.P.C. (JMD) appreciates the opportunity to submit the following proposal to continue assisting the City of North Tonawanda (City) with implementation of your Stormwater Program. The City has a well-defined Stormwater Management Program (SWMP) that maintains compliance with the requirements of the previous NYSDEC SPDES General Permit (GP-0-15-003); however, a new permit went into effect on January 3, 2024 (GP-0-24-001) that has new requirements and associated time frames that the City must comply with. This proposal has been developed to assist the City with completing the items required by NYSDEC in 2024.

SCOPE OF WORK

The scope of services and basis of contract shall be as follows, including the assumptions made in developing the scope of work.

Task 1 – Attend WNSYC Meetings

- 1.1 JMD will continue to attend the Western New York Stormwater Coalition (WNSYC) meetings (assumed 5 meetings throughout the year) on behalf of the City. JMD is currently representing the City on the WNSYC Executive Board.

Task 2 – Interim Progress Certification

- 2.1 One of the new requirements of GP-0-24-001 is the submission of an Interim Progress Certification by October 1, to document the work performed by the City from January 3 through June 30. The format of the Interim Progress Certification and information required to be submitted is still unknown; however, we do expect it to be done electronically in the NYSDEC NForm system. We have included time for the following:
 - a. Meeting with City Department Heads, as needed, to gather information required for the Interim Progress Certification.
 - b. Preparing the Interim Progress Certification electronically for review by the City.
 - c. Incorporating review comments, finalizing and submitting the Interim Progress Certification on behalf of the City. Alternately, the City Engineer may elect to directly submit this report before the October 1 deadline.

Task 3 – Complete Revision of SWMP Plan and Draft Enforcement Response Plan (ERP)

- 3.1 The City's existing SWMP Plan was originally developed from the WNYSC model SWMP plan in 2010 and is in need of a complete revision to meet the new requirements of GP-0-24-001. A thorough update of all sections, lists, tables, contacts, appendices, etc. will be conducted. Additionally, the plan will be reformatted to be navigated easily and provide clearer direction as to responsible parties and timelines.
- 3.2 JMD will draft an ERP template and work with the City Engineer and City Attorney to ensure that it is consistent with existing City codes and reflects the procedures desired by the City. The ERP is required as part of the new SWMP.
- 3.3 JMD will meet with the City Engineer to review the draft SWMP Plan prior to completion of the final document.
- 3.4 JMD will coordinate with the City to post the final SWMP Plan on the City's Stormwater webpage for public review and comment.

Task 4 – MCM 1/2: Public Education and Outreach

- 4.1 Review the City's existing public outreach program including placement of posters/flyers/brochures, City's stormwater webpage, and public education events. Coordinate with the SMO regarding updates to the Public Education and Outreach plan to incorporate into the SWMP plan.
- 4.2 JMD will develop posters on the following topics that can be used to train municipal staff and be hung in municipal facilities as a reminder to staff of the stormwater requirements:
 - a. Illicit Discharge Detection and Elimination
 - b. Pollution Prevention and Good Housekeeping

Task 5 – MCM 3: Illicit Discharge Detection and Elimination (IDDE)

- 5.1 Conduct outfall inspections on behalf of the City. Assume up to two days in the field for a team of three. JMD will use Jotform to document the outfall inspections and copies of the inspection reports will be provided to the City upon completion.
- 5.2 JMD will assist the City Engineer in following up with Confer Plastics, which was the subject of IDDE-related complaints in previous years. JMD has budgeted one day for a team of two to coordinate and complete a site visit to Confer Plastics and Gratwick Park.

Task 6 – MCM 4: Construction Site Runoff

- 6.1 Assist the City with construction site SWPPP compliance inspections and/or SWPPP review as necessary. We have budgeted up to 48 hours for this task.

Task 7 – MCM 5: Post-Construction Stormwater Management

- 7.1 Develop an updated inspection form in Jotform and standard inspection procedures, which will be incorporated in the SWMP Plan.
- 7.2 Conduct inspections of the City-owned and operated above ground stormwater management facilities (no hydrodynamic separators will be inspected). If the DPW is planning to inspect/clean the filter units on Meadow Drive, the timing can be coordinated with the other inspections, and proper traffic control is established in the roadway, JMD can assist with an inspection of the filter units. We

have budgeted one day for a team of two to assist the City with stormwater management practice inspections.

- 7.3 Provide a technical memorandum to the City that summarizes the inspection reports and maintenance recommendations to the City.

Task 8 – MCM 6: Pollution Prevention / Good Housekeeping (P2/GH)

- 8.1 Conduct P2/GH inspections of additional City facilities not inspected in 2023. We have budgeted for two days of field inspections and will coordinate with the City Engineer on which sites to include and scheduling the inspections.
- 8.2 Reach out to the facilities inspected in 2023 to determine if recommendations have been implemented or if additional work is required. Our findings will be documented and sent to the City Engineer for additional follow-up.
- 8.3 Meet with DPW to conduct self-audits on municipal processes, such as road salting and street sweeping.
- 8.4 Provide training in an informal setting (tailgate-type training) for the following municipal staff: Golf Course Maintenance, Parks Maintenance Garage, City Hall Building Maintenance. It is assumed that the posters developed under Task 4 will be utilized as the base presentation material.

FEES AND TERMS

Services described above shall be provided on a Time and Expense basis with a fee not-to-exceed **\$50,000**. Our fee is based on the projected hours, rates, and expenses detailed in **Table 1** on the following page.

We appreciate the opportunity to present this proposal to you and look forward to continuing working with you on your Stormwater Program. If you have any questions regarding this letter, please contact me at (716) 912-1423.

Sincerely,

JM Davidson Engineering, D.P.C.



Jaime M. Davidson, PE
President

**Table 1
JMD Labor Summary**

Title / Level	PM / Project Engineer	Senior Water Resources Engineer	Civil Engineer	Design Engineer	TOTAL
Hourly Rate	\$153.60	\$143.36	\$133.12	\$102.40	
Task 1 – Attend WNYSC Meetings					
WNYSC Meetings (5 meetings x 2 hours/mtg)	10				10
Task 2 – Interim Progress Certification					
Gather data as needed from City	8				8
Complete Interim Progress Certification (assume electronic platform)	8	4			12
Review with City / finalize and submit	2				2
Task 3 – Complete Revision of SWMP Plan / Draft ERP					
Draft SWMP Plan for compliance with new permit	40	40			80
Meeting with City	2	2			4
Final SWMP Plan	8	4			12
Task 4 – MCM 1/2: Public Education & Outreach					
Develop P2/GH poster for municipal facility staff	2	8			10
Develop IDDE poster for municipal facility staff	2	8			10
Task 5 – MCM 3: IDDE					
Conduct outfall inspections		16	16	16	48
Edit GIS with inspection results (assume task for 2025)					
Follow up with Confer Plastics / site visit	8	8			16
Task 6 - MCM 4: Construction Site Runoff					
Assist with SWPPP Review and/or MS4 Construction Site Inspections		16	16	16	48
Task 7 - MCM 5: Post-Construction Stormwater Management					
Develop standard jobform and procedures		2		8	10
Inspect City SWM facilities (assume 1 day in field)		8		8	16
Technical Memo with inspection reports		2		16	18
Task 8 - MCM 6: Pollution Prevention and Good Housekeeping					
P2/GH facility inspections (assume 2 days field + 1 day for reports)	2		24		26
Follow up on status of 2023 facility inspections	2		4		6
Assist with self-audits for processes (salt application, roadway sweeping, etc.)	4		8		12
Training municipal staff at facilities (tailgate-type training)	8			8	16
<i>assume Golf Course Maintenance, Parks Garage, City Hall Building Maintenance</i>					
Total Hours	106	118	68	72	364
Total Cost	\$16,281.60	\$16,916.48	\$9,052.16	\$7,372.80	\$49,623.04
				Expenses:	\$376.96
			TOTAL FEE		\$50,000.00



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD
NORTH TONAWANDA, NEW YORK 14120
Phone: (716) 695-8560, ext. #6411
E-mail: JKoepsell@northtonawanda.org

MAY 21 2024

Jason W. Koepsell
Superintendent

May 14, 2024

Honorable Mayor Austin Tylec and Common Council
216 Payne Ave. – City Hall
North Tonawanda, NY 14120

RE: Wastewater Treatment Plant Solids Handling Improvements Design RFP

Honorable Body:

On May 7, 2024, after reviewing engineering design proposals, we have decided to move forward with Hazen and Sawyer . Once approved, contracts and insurance will follow.

Based upon the performance and experience of this company, I recommend that Hazen and Sawyer be awarded these services to provide North Tonawanda with the design services for the Wastewater Treatment Plant Solids Handling Improvements. Attached is their proposed project schedule and price for the project.

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

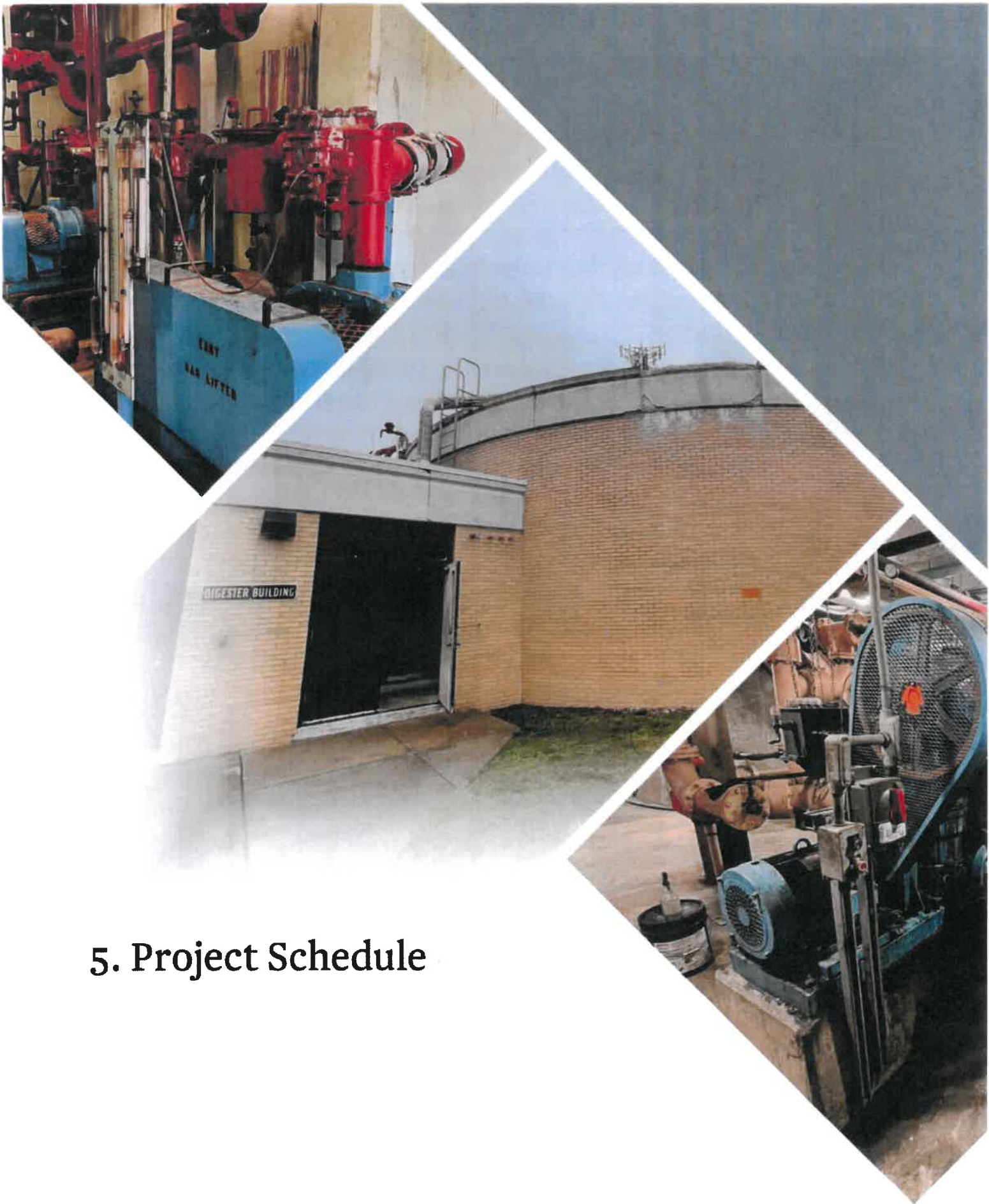
Very truly yours,

Jason W. Koepsell

Jason W. Koepsell, Superintendent
Water / Wastewater

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CITY CLERK'S OFFICE

2024 MAY 15 AM 9:36
NORTH TONAWANDA NY



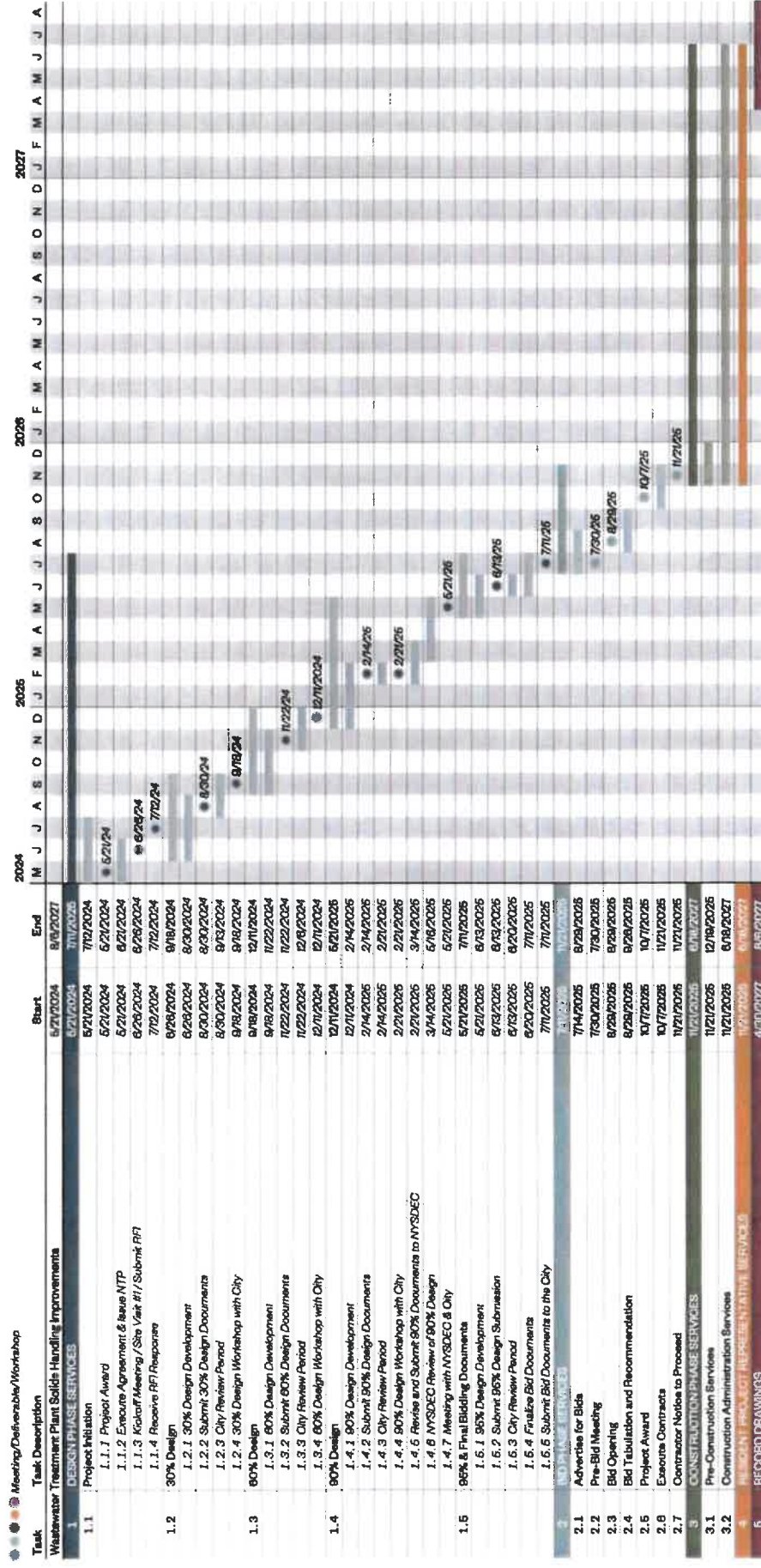
5. Project Schedule

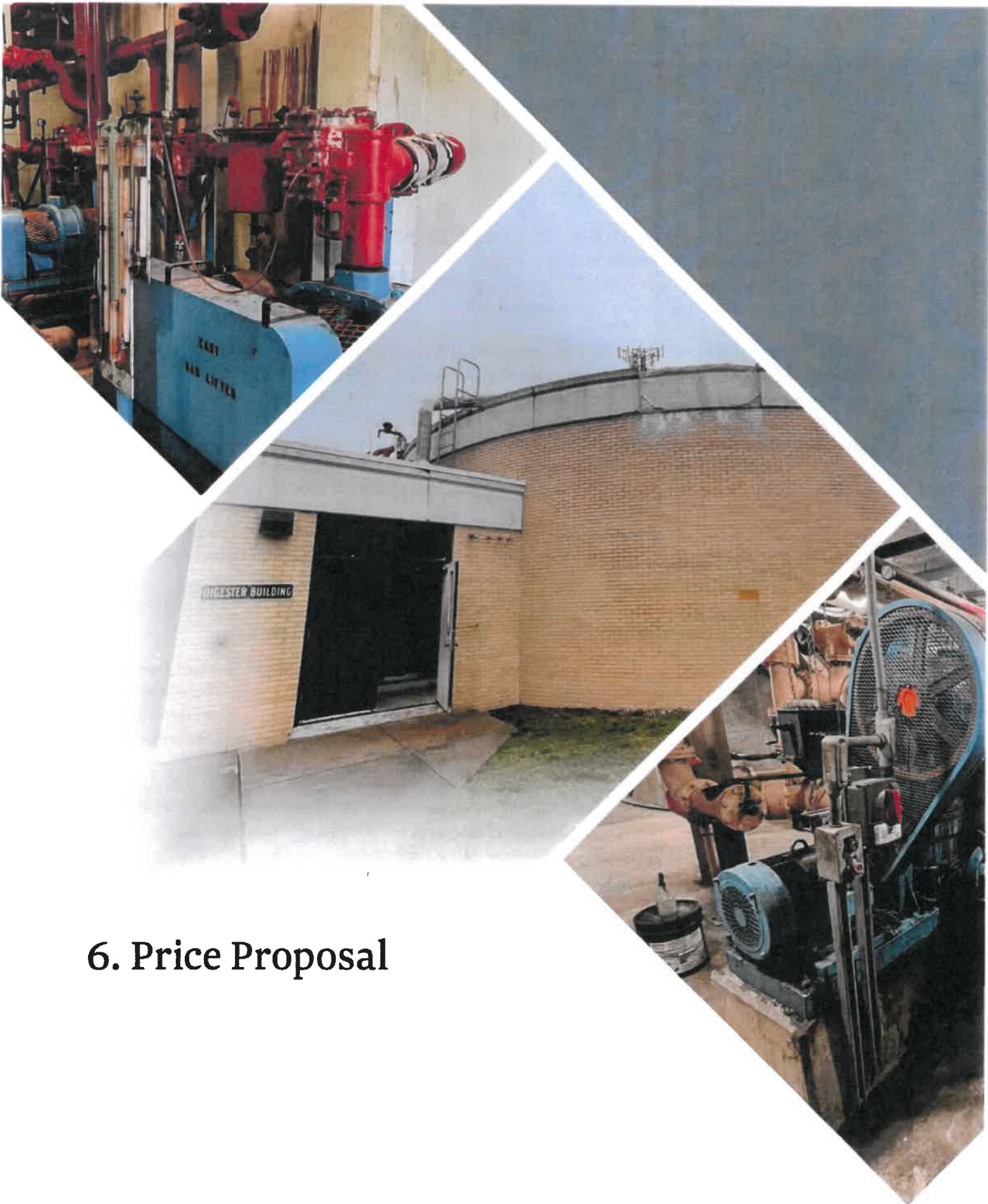
City of North Tonawanda - Wastewater Treatment Plant Solids Handling Improvements

Section No. 6

Project Schedule

Hazen is committed to frequent communication, engaging workshops, and an on-schedule project delivery. We have identified the tasks, sub-tasks, and major workshops to facilitate engaging discussion and clear decision-making. This will allow us to develop Design Documents that meets the City's expectations, improves operations and maintenance, and ensure the successful implementation of long-lasting improvements at your wastewater treatment plant.





6. Price Proposal

Section No. 6

Price Proposal

Hazen is pleased to submit our fee proposal, which includes a breakdown of engineering fees for each task, showing personnel hours, subcontractor costs, and reimbursable expenses, consistent with the RFP requirements and our proposed approach. We also indicate the percentage of the Opinion of Probable Construction Cost (OPCC) and the average hourly billing rate for each phase of work.

Please note that the Resident Project Representative services (Task 4) is based on a combination of part-time inspection (20 hours per week) and full-time inspection (40 hours per week) over an 18 month construction schedule. We have assumed the initial three months and final three months of construction would be part-time inspection while the middle twelve months of construction would require full-time inspection, totaling 2,600 hours. In addition, Hazen has included 300 hours to provide additional construction support throughout the project and specifically during major shutdowns, tie-ins and interconnections, to ensure that this work is completed within the allowable shutdown window while minimizing any impact on plant operations.

Though the RFP requests a lump sum bid, we recommend that RPR services be invoiced on an hourly basis. We believe our RPR fee estimate is conservative and expect to remain under this amount so that any unused fee remains with the City.

Fee Review and Negotiation

We believe our approach and fee structure will provide the City with the high value that you expect and deserve. Our project team, combined with our more than 1,700+ nationwide professionals who are solely focused on 'all things water,' are excited about this opportunity to demonstrate our value. If you have any questions regarding the information we have presented, we welcome the opportunity to further discuss and/or review and refine our proposed scope and fee to meet the City's needs.

The table on the following page presents the breakdown of our fee by task. We have also provided a full detailed work breakdown structure which shows the estimated number of hours assigned to each task and sub-task. Specific staff have been identified by role and title. Subconsultant and ODCs are also noted in the WBS.

Lastly, we have included our proposed drawing list in Appendix B which we are estimating at 70 sheets.

Task No.	Task Description	Labor Hours	Hazen Fee	Subconsultant Fee	ODCs	Total Engineering Fee	Engineering Fee (% of construction)
1	Design Phase Services	5,071	\$837,000	\$121,500	\$2,600	\$961,000	8.6%
2	Bid Phase Services	255	\$48,000	\$3,600	\$100	\$51,700	0.5%
3	Construction Phase Services	1,538	\$272,000	\$50,000	\$1,400	\$323,400	2.9%
4	Resident Project Representative Services	300	\$63,000	\$357,600	\$2,000	\$422,600	3.7%
5	Record Drawings	210	\$35,000	\$3,600	\$0	\$38,600	0.3%
Totals		7,372	\$1,255,000	\$536,300	\$6,000	\$1,797,300	15.9%

Notes

1. The engineering fee as percent of construction is based on a construction cost estimate of \$11,300,000.
2. RPR services includes 2,600 hours for JM Davidson plus 300 hours for Hazen. We have assumed 6 months of part-time inspection (20 hrs/wk) and 12 months of full-time inspection (40hrs/wk).

JEFFREY ZELLNER
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 21 2024

May 15, 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 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 21st, 2024, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,



JEFFREY ZELLNER
CITY ACCOUNTANT

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CITY CLERK'S OFFICE

2024 MAY 15 PM3:00
NORTH TONAWANDA NY



DEPARTMENT OF POLICE

CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, NY 14120-5491

TELEPHONE:
(716) 692-4111
FACSIMILE:
(716) 692-4321

MAY 21 2024

May 13, 2025

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

Dear Honorable Body,

I am requesting the Council approve an increase in fines for violations listed on The North Tonawanda Police Department parking summons (NT61.) Fine increases will not go into effect until we deplete the stock of our current parking tags and order new booklets, which will occur near the end of 2024. To account for inflation and to stay closer in line to the fine amounts assessed by surrounding departments, I propose the following:

- Violations with a \$25 fine increase to \$30.
- Violations with a \$35 fine increase to \$40.
- Handicap parking violations increase from \$60 to \$100 (similar to City of Tonawanda.)

Thank you for your consideration in this matter.

Respectfully,

Keith Glass
Chief of Police
North Tonawanda Police Department

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CITY CLERK'S OFFICE

2024 MAY 15 AM 8:40
NORTH TONAWANDA NY



NORTH TONAWANDA FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

495 Zimmerman St., North Tonawanda, NY 14120

Tel. (716)693-2201 Fax. (716)693-2216

XI.

MAY 21 2024

May 10, 2024

Clerk Treasurer Donna Braun
216 Payne Avenue
North Tonawanda, NY 14120

Clerk/treasurer Braun,

The 2024 Fireman's Inspection Day Parade will be held on June 15th, 2024. Line up will begin at 12:00 PM on Buffalo Bolt Way in North Tonawanda with the Parade itself beginning at 1:00 PM. I respectfully request your participation in this event.

This year's Parade will be taking a different route. Formation will be on Buffalo Bolt Way. The route will begin Northeast on Oliver Street and continue to Ward Road, where it will turn Southeast. There will be a reviewing area for Fire Officers and City Officials on the ramp of NTFD Engine 6. The Parade will then terminate at the second parking lot on the West side of Gratwick Hose.

An appreciation picnic will be held immediately following the Parade at Gratwick Grove. There will be food and entertainment including a live band and bounce houses. Currently the North Tonawanda Fire Department, Tonawanda Fire Department, Tri-Community Ambulance Service, and Adams Fire Company have committed to the Parade.

If additional information is needed or you have any questions, please contact North Tonawanda Fire Headquarters at 716-693-2201.

Sincerely,

A handwritten signature in black ink, appearing to read "J. D. Sikora".

Joseph D. Sikora
Fire Chief

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CITY CLERK'S OFFICE

2024 MAY 13 AM 11:13
NORTH TONAWANDA NY



City of North Tonawanda
Building Department
216 Payne Ave.
North Tonawanda, NY 14120-5446

(716) 695-8595
Fax (716) 695-8544

XIX
MAY 21 2024

"Mayor & Honorable Council

May 16, 2024

I am submitting my request for approval of the 2024 grass cutting services for the City of North Tonawanda.

My office received two bids for these services from the following companies:

Bidder A. Tolsma Landscaping Services, 470 Frankhauser Rd. Amherst NY

Bidder B. CLF Complete Lawn care and Fencing Inc. 378 Witmer Rd. North Tonawanda

With regards to CLF Complete Lawn care and Fencing, I do not feel their quality of work was sufficient from services rendered in years past.

During past performance with the city, my office observed poor quality of services and the work was not completed to our satisfaction.

As such, I am recommending the Council approve the contract to Tolsma Landscaping Services. for the 2024 grass cutting services.

They were awarded the contract in 2023 and services rendered exceeded my department's expectations.

Thank you for your consideration,

Robert C. DePaolo
Building Inspector

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2024 MAY 16 AM 10:21
NORTH TONAWANDA NY

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

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



May 6, 2024

MAY 21 2024

The Honorable Mayor Austin Tylec
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 2024

Total: 1,271

Unduplicated: 386

Duplicated: 885

Please note: We also sponsor a "Little Free Food Pantry" and a "Little Library" both of these are available to the public 24/7. We also collect for Mario's Pet Ministry.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

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2024 MAY 6 AM 10:57
NORTH TONAWANDA NY

2024 MAY 6 AM 10:57
NORTH TONAWANDA NY

City of North Tonawanda

XXV.2

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@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

5/13/2024

MAY 21 2024

RECEIVED
CITY CLERK'S OFFICE

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

2024 MAY 13 PM 2:59
NORTH TONAWANDA NY

Dear Sirs:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of April 2024.

General Fund

Balance Fwd - Checking	936,672.14
Balance Fwd - Money Market	203,295.38
Investments	0.00
Receipts for the month	7,326,928.78
Warrants Drawn	(3,112,397.05)
	<hr/>
	\$5,354,499.25

Sewer Fund

Balance Fwd - Checking	102,863.02
Balance Fwd - Money Market	19,032.83
Investments	0.00
Receipts for the month	259,093.94
Warrants Drawn	(306,707.87)
	<hr/>
	\$74,281.92

Water Fund

Balance Fwd - Checking	911,109.06
Balance Fwd - Money Market	1,256,994.23
Investments	0.00
Receipts for the month	21,235.90
Warrants Drawn	(344,544.73)
	<hr/>
	\$1,844,794.46

Trust & Agency Fund

Balance Fwd - Checking	460,699.04
Receipts for the month	221,355.75
Warrants Drawn	(186,862.96)
	<hr/>
	\$495,191.83

Capital Construction Fund

Balance Fwd - Checking	474,732.10
Balance Fwd - Money Market	10,203,355.42
Investments	-3,010,000.00
Receipts for the month	40,045.69
Warrants Drawn	(84,427.92)
	<hr/>
	\$7,623,705.29

Community Development Fund

Balance Fwd - Checking	16,436.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$16,436.56

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	327,494.00
Warrants Drawn	(327,494.00)
	<hr/>
	\$0.00

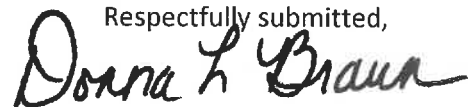
Housing Rehabilitation Fund

Balance Fwd	1,484.57
Receipts for the month	0.62
Warrants Drawn	0.00
	<hr/>
	\$1,485.19

Home Rehabilitation Fund

Balance Fwd	40,683.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$40,683.56

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer



City of North Tonawanda

Department of Community Development
500 Wheatfield Street
North Tonawanda, New York 14120
Telephone: (716) 695-8580

XXXII.

MAY 21 2024

May 6th, 2024

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

2024 MAY 6 AM 10:19
NORTH TONAWANDA NY

Re: Restore NY Communities Initiative- Round 8

RECEIVED
CITY CLERK'S OFFICE

Dear Honorable Body:

Empire State Development recently announced Round 8 of the Restore NY Communities Initiative grant with the purpose of *“providing municipalities with financial assistance for revitalization of commercial and residential properties. The program encourages community development and neighborhood growth through the elimination and redevelopment of blighted structures.”*

Municipalities may apply for up to \$2 Million and eligible projects must *“demolish, deconstruct, rehabilitate and/or reconstruct vacant, abandoned, condemned and surplus properties.”* Successful applications should demonstrate as many of the following as possible: project feasibility, project readiness, location within an urban downtown, location within a Brownfield Opportunity Area, consistent with community redevelopment plan, ability to induce commercial investment, and clearly identified need.

Given the criteria noted above, with a particular emphasis from Empire State Development on project feasibility and project readiness, the Department of Community Development believes that the 235 River Road Mixed-use redevelopment project, led by 235 River Rd. LLC/Alliance Homes would make a strong application.

235 River Road (and 190 Main Street) is currently a 3.1 acre blighted property along a key gateway point connecting Downtown to the Niagara River waterfront. Redevelopment of this property has been identified as a key revitalization opportunity in the NT Momentum Plan.

With assistance from the Restore NY program, this would aid in the demolition and reconstruction of the property to include a mixed-use and commercial development project consisting of a four-story building with 40 market rate apartments, and a four story/one story

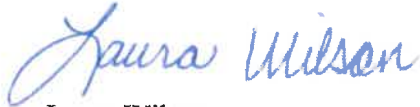
building with 32 apartments, 9,400 SF of commercial space, clubhouse/amenity space, 166 parking spaces, landscaping, lighting and utility improvements.

The Department of Community Development held a required public hearing for this application on May 14th, 2024 and has met the requirements for publishing the Property Assessment List in the Niagara Gazette.

I kindly request your authorization for the attached Municipal Resolution, and for the Mayor to sign and submit a grant application for approximately \$2,000,000 to Empire State Development under the Round 8- Restore NY Communities Initiative, which is due on May 22nd, 2024.

I appreciate your consideration in this matter.

Sincerely,



Laura Wilson
Director of Community Development

Where as, Empire State Development Corporation is accepting applications to Round 8 of the Restore NY Communities Initiative grant with the purpose of providing municipalities with financial assistance for revitalization of commercial and residential properties; and

Where as, municipalities may apply for up to \$2,000,000 and eligible projects must demolish, deconstruct, rehabilitate and/or reconstruct vacant, abandoned, condemned and surplus properties; and

Where as, criteria for successful grant applications include project feasibility, project readiness, location within an urban downtown, location within a Brownfield Opportunity Area, consistency with community redevelopment plan, ability to induce commercial investment, and clearly identified need; and

Where as, the City of North Tonawanda has identified one property located at 235 River Road which meets the Restore NY Communities Initiative criteria; and

Now, therefore, be it resolved, that the North Tonawanda Common Council finds the 235 River Road Redevelopment project to be consistent with the City's local urban revitalization plans; that the proposed financing is appropriate for the project; that the project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources; and the project develops and enhances facilities in a manner that will attract, create and sustain housing opportunities; and

Be it further resolved, that the North Tonawanda Common Council hereby authorizes the Mayor to sign and submit a grant application request in an amount of \$2,000,000 to Empire State Development Corporation for the Restore NY Communities Initiative.

COLUMBIA HOOK & LADDER CO., NO. 1, INC.

P.O. Box 357 North Tonawanda, New York 14120-0357



Established 1876

May 15, 2024

CFO. A
MAY 21 2024

Honorable Austin Tylec, Mayor
Honorable Common Council
c/o City Clerk
216 Payne Ave.
North Tonawanda, NY 14120

Re: Volunteer Firefighter 25-Year Exemption

Dear Council and Mayor:

We request a 25-Year Volunteer Firefighter Exemption be granted to, and the Certificate be prepared, for

JOHN W. VEACH

He joined Gratwick Hose Co. July 6, 1992, serving there 9 years, then left there and joined Columbia Hook & Ladder Co. No. 1 on May 2, 2001, and continues activities with our fire company. He has 32 years in the volunteer fire service in North Tonawanda combined in the two companies.

Very truly yours,
COLUMBIA HOOK & LADDER CO. No. 1, INC.

David L. Evans
David L. Evans
Recording Secretary

2024 MAY 15 AM 10:43
NORTH TONAWANDA NY

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