

# 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

**June 14, 2024**

**The following meetings have been scheduled for TUESDAY, JUNE 18, 2024**

**6:15 PM Common Council Meeting Discussion**

**6:30 PM Common Council Meeting**

**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, JUNE 18, 2024 6:30PM**

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

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**PROOF OF PUBLICATION PUBLISHED 06/01/2024**

- 1) Legal Notice – Public Hearing – To Adopt Local Law #1 2024 – Solar Energy Regulations – City Clerk-Treasurer**

**PROOF OF PUBLICATION PUBLISHED 06/08/2024**

- 1) Legal Notice – Request for Proposals for the City of North Tonawanda Water and Wastewater Treatment Chemicals – Supt. Water/Wastewater**

**COMMUNICATIONS FROM CITY OFFICIALS**

- |                         |   |  |
|-------------------------|---|--|
| <b>I. Mayor</b>         | - | <b>Re: Approval of AFSCME &amp; OPEIU Memorandum of Agreement</b>  |
| <b>IV. Engineer</b>     | - | <b>Re: Approval of Resolution to certify that the Mayor’s Park Kayak Launch and Fishing Pier Project is consistent with the North Tonawanda LWRP</b> |
| <b>VII.1 Accountant</b> | - | <b>Re: Payment of the Abstract of Claims Dated June 18, 2024</b>   |
| <b>VII.2 Accountant</b> | - | <b>Re: Budgetary Transfer – To Reimburse the General Fund Accounts used to prepay for Grant Funds received in Police Discovery</b>                   |

- IX. Supt. Public Works** - **Re: Award of Contract for Oliver, Walck and Old Falls, Mill and Overlay Project 2024-06**
- X.1 Police Chief** - **Re: Approval of appointment of Alexander Wagner as a Police Officer for the North Tonawanda Police Department**
- X.2 Police Chief** - **Re: Reappointment of Sean Campas as a Commissioner of Deeds for North Tonawanda**

**XXV. Monthly Reports**

- .1 Clerk-Treasurer .2 Senior Citizen Center .3 Police Department**

- XXXII. Community Development** - **Re: Approval to use the Council Chambers for a Public Hearing for the Community Development Block Grant Single Family Housing Rehabilitation program**

**COMMUNICATIONS FROM OTHERS**

- A. Courtney Bell** - **Re: Permission to close Falconer Street between Christiana and Thompson Street, Thursday, August 15<sup>th</sup> for a block party**
- B. Steven J. Stefanski** - **Re: Approval of a Leave of Absence from position as Groundskeeper to the position of Water/Wastewater Mechanic/Trainee**

Respectfully submitted,



**Donna L. Braun**  
**City Clerk-Treasurer**

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


JUN 18 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

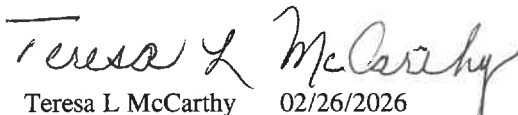
NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 333789 was printed and published in said paper on the following dates:

06/01/2024

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

Subscribed and sworn to before me this  
6.3.24

  
Teresa L. McCarthy      02/26/2026  
-----  
Notary Public                      Expiration Date

2024 JUN 4 AM 8:58  
NORTH TONAWANDA NY  
RECEIVED  
CITY CLERK'S OFFICE

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

**LEGAL NOTICE/PUBLIC HEARING  
CITY OF NORTH TONAWANDA**

Please take notice that the city of North Tonawanda Common Council will hold a public hearing on Tuesday, June 11, 2024, at 6:00 pm in the Common Council Chambers, City Hall, 216 Payne Avenue, North Tonawanda New York 14120.

The purpose of said Public Hearing is to adopt a Local Law on New Zoning Ordinances on Solar Energy Regulations, that will regulate the types of solar installations within the City of North Tonawanda.

Donna L Braun  
City Clerk/Treasurer  
N#333789

6/1/2024

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

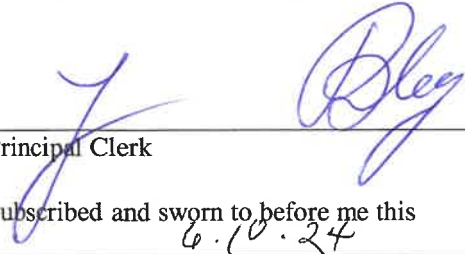
JUN 18 2024

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

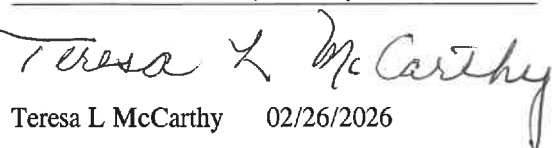
NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,  
and that the annexed printed legal # 334354  
was printed and published in said paper on the following dates:

06/08/2024

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

Subscribed and sworn to before me this  
6.10.24

  
Teresa L. McCarthy      02/26/2026

Notary Public      Expiration Date

RECEIVED  
CITY CLERK'S OFFICE

2024 JUN 11 AM 9:29  
NORTH TONAWANDA NY

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



JUN 18 2024

AUSTIN J. TYLEC

June 13, 2024

North Tonawanda Common Council  
216 Payne Ave (City Hall)  
North Tonawanda, NY 14120

**RE: AFSCME & OPEIU Memorandum Of Agreement**

Honorable Body,

For the past few years, our Department of Public Works (DPW) mechanics under the AFSCME Union have been assisting our Fire Department by maintaining all their vehicles while the fire mechanic was periodically away for months at a time. The fire mechanic has since left for other employment, and recently, a step increase was approved for our CSEA mechanics to maintain all light-duty fire vehicles. However, our DPW mechanics continue to maintain all heavy-duty fire vehicles with no additional compensation, creating an approximate \$4.20/hr gap in compensation between our CSEA and AFSCME mechanics.

After discussions with AFSCME representatives and the DPW Superintendent, I am requesting the Common Council consider approving the following proposals:

1. Increase the compensation for DPW mechanics by \$3.20/hr as long as AFSCME mechanics continue to work on the City Fire heavy duty trucks and equipment. The increase shall be removed and wages reverted back to the original agreement if the AFSCME mechanics are no longer required to work on the heavy duty Fire trucks and equipment. This would increase would also revert to the original pay schedule at the end of the AFSCME contract on December 31, 2025.
2. Provide the DPW Superintendent with an annual \$2,000 stipend to oversee the additional maintenance work and will continue for future years if the AFSCME mechanics continue to work on the City Fire heavy duty trucks and equipment. In addition, section 5.5.3 of the OPEIU bargaining agreement states that an employee shall be fairly compensated for additional work they perform. This agreement would also end on December 31, 2029.

RECEIVED  
CITY CLERK'S OFFICE

2024 JUN 13 PM2:08  
NORTH TONAWANDA NY

In discussions with City Accountant Jeff Zellner and Superintendent Mark Zellner, the proposed increase in compensation would cost approximately \$43,269. It is important to note that with a DPW mechanic vacancy for many months and cutbacks on sanitation personnel, we have enough funds in our DPW's personnel service budget line to cover the additional compensation.

This proposal aims to avoid potential grievances and arbitration by providing equitable compensation for additional services rendered by our AFSCME mechanics and DPW Superintendent. This will ensure that our Fire Department vehicles are maintained in a timely fashion.

Thank you for your consideration on this matter.

Respectfully,

A handwritten signature in cursive script that reads "Austin Tylec". The signature is written in black ink and is positioned above the printed name and title.

Austin Tylec  
Mayor

**Memorandum of Agreement**  
**Between**  
**City of North Tonawanda**  
**And**  
**NYS Council No. 66 and its Affiliated Local Union No. 515A**  
**Of the American Federation of State County and**  
**Municipal Employees AFL-CIO**

THIS UNDERSTANDING, by and between the City of North Tonawanda (hereinafter, "City") and the NYS Council No. 66 and its Affiliated Local Union No. 515A of the American Federation of State County and Municipal Employees AFL-CIO (hereinafter "AFSCME") and,

WHEREAS the City and AFSCME are parties to a collective bargaining agreement (hereinafter, "CBA") covering the period January 1, 2022, through December 31, 2025, and

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, it is understood and agreed by and between the parties as follows:

1. That the positions of DPW Heavy Equipment Mechanic (6 employees) and Heavy Equipment Mechanic Supervisor (1 employee) are to receive a temporary hourly increase in their wages in the amount of \$3.20 per hour. This increase shall be for the duration in which the AFSCME mechanics work on City Fire trucks and equipment. This increase shall be applied to all work performed from January 1, 2024 until December 31, 2025 at which time their hourly wage shall revert to the negotiated wages in the CBA.
2. That AFSCME hereby withdraws their Grievance filed with the City Attorney on January 3, 2024 relative to this issue.

The parties agree that this agreement is without precedent or prejudice to either party with respect to future matters.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed on the \_\_\_\_\_ Day of June, 2024.

City of North Tonawanda

AFSCME

\_\_\_\_\_  
Austin J. Tylec  
Mayor, City of North Tonawanda

\_\_\_\_\_  
Robert Rozicki  
President

\_\_\_\_\_  
John Mooney  
Labor Relations Specialist



*Memorandum of Agreement  
Between  
City of North Tonawanda  
And  
The Office and Professional Employees International Union  
AFL-CIO & CLC  
And it's Affiliated Local Union No. 153*

THIS UNDERSTANDING, by and between the City of North Tonawanda (hereinafter, "City") and The Office and Professional Employees International Union, AFL-CIO & CLC And it's Affiliated Local Union No. 153 (hereinafter "OPEIU") and,

WHEREAS the City and OPEIU are parties to a collective bargaining agreement (hereinafter, "CBA") covering the period January 1, 2024, through December 31, 2029, and

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, it is understood and agreed by and between the parties as follows:

1. That the position of DPW Superintendent receive a yearly spend of \$2,000 (retroactive to January 1, 2024) to oversee the AFSCME mechanics additional work on heavy fire trucks and equipment. This stipend only continues if the AFSCME mechanics continue to work on the City Fire trucks and equipment, and only until the end of the OPEIU contract ending on December 31, 2029. The stipend will be paid quarterly in the amount of \$500.

The parties agree that this agreement is without precedent or prejudice to either party with respect to future matters.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed on the \_\_\_\_\_ Day of June, 2024.

City of North Tonawanda

AFSCME

\_\_\_\_\_  
Austin J. Tylec  
Mayor, City of North Tonawanda

\_\_\_\_\_  
Mark Zellner  
President



**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

June 11, 2024

**JUN 18 2024**

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

**Re: Mayor's Park Kayak Launch and Fishing Pier, Local Waterfront Revitalization Consistency Review**

Dear Honorable Body,

As you are aware, the City of North Tonawanda is proceeding with the installation of a new floating kayak launch and fishing pier in Mayor's Park. This project takes place within North Tonawanda's Local Waterfront Revitalization Program (LWRP) area. North Tonawanda's LWRP, adopted in 1988, and updated in 2013, provides a variety of policies and guidance for the City regarding waterfront management. The LWRP strives to protect natural resources, advance economic development, and enhance public waterfront opportunities and experience through development, conservation, and recreation. A requirement of the LWRP is public projects within the area be consistent with the principles in the LWRP and that the City of North Tonawanda Common Council determine that these projects are consistent.

The Mayor's Park Kayak Launch and Fishing Pier Project aligns with a number of policy recommendations in the LWRP including providing improved access to local waterfront areas, enhancement and expansion of public parklands/recreation areas along the shoreline, and the stimulation of the local economy and tourism.

With these considerations in mind, I'd like to certify with the attached resolution that the Mayor's Park Kayak Launch and Fishing Pier Project is consistent with the North Tonawanda LWRP.

Very truly yours,

Chelsea L. Spahr, PE  
City Engineer

CLS:cls

Cc: file  
Edward A. Zebulske III, City Attorney  
Alex Domaradzki, Director of Parks Recreation and Youth

2024 JUN 12 AM 9:07  
NORTH TONAWANDA NY  
RECEIVED  
CITY CLERK'S OFFICE

**WHEREAS** the City of North Tonawanda is installing an new floating kayak launch and fishing pier in Mayor's Park;

**WHEREAS** the City of North Tonawanda completed a Local Waterfront Revitalization Plan (LWRP) in 1988, with an update in 2012;

**WHEREAS** the project is located within the City of North Tonawanda Local Waterfront Revitalization Plan (LWRP) boundary;

**WHEREAS** the LWRP strives to protect natural resources, advance economic development, and enhance public waterfront opportunities and experience through development, conservation, and recreation;

**WHEREAS.** a requirement of the LWRP is public projects within the area be consistent with the principles in the LWRP and that the City of North Tonawanda Common Council determine that these projects are consistent;

**WHEREAS** the Mayor's Park Kayak Launch and Fishing Pier aligns with a number of policy recommendations in the LWRP including providing improved access to local waterfront areas, enhancement and expansion of public parklands/recreation areas along the shoreline, and the stimulation of the local economy and tourism;

**NOW THEREFORE, BE IT RESOLVED** that the Mayor's Park Kayak Launch and Fishing Pier project is consistent with the City of North Tonawanda Local Waterfront Revitalization Plan.

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

VII.1

JUN 18 2024

June 12, 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 June 18th, 2024, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,

  
JEFFREY ZELLNER  
CITY ACCOUNTANT

2024 JUN 12 PM 1:49  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE

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

VII.2

JUN 18 2024

6/12/2024

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

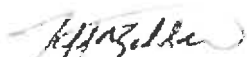
Dear Honorable Body:

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>
\$17,738.57	001.3120.0410	007.0000.0087
	Police – Administration	Police Discovery
\$1,940.18	001.3120.0410	007.0000.0087
	Police – Administration	Police Discovery

Reason: reimbursement of General fund accounts used to prepay for Grant Funds received in Police Discovery

Warm Regards,

  
JEFFREY ZELLNER  
CITY ACCOUNTANT

2024 JUN 12 PM 1:49  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE

# Budgetary Transfer Request Form

Department: Accounting

Date: 04/11/2024

Dollar Amount	Appropriation Accounts and Documentation	
	From Appropriation Account	Into Appropriation Account
\$17,738.57	007.0000.0087 Police Discovery Account Number      Account Description	001.3120.0410 Administration Account Number      Account Description

**Explanation:** Several vendors performed work on the NTPD server. Grant funds were applied for, however, the invoices for parts and service were due before the grant check was received. This request is to cover an invoice for \$1,778.96 to L-Tron, and two invoices for Premcom: \$9,179.95 & \$6,779.66

**Please Check One**

Common Council Action	NO Common Council Action
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	4-11-24
Department Head Signature	Date

**Budgetary Transfer Policy**

2.11 - Budgetary transfers can be initiated by a Department Head on his or her signature if **all** of the following criteria is met:

1. Transfer appropriations must be less than \$250.00
2. Transfer only between existing appropriation accounts within your Department Budget
3. Accumulated transfers made into any one appropriation account can not total more than \$250.00 within any fiscal year

2.21 - Budgetary transfers can be initiated by a Department Head through the Common Council if **one** of the following Criteria is met:

1. Transfer appropriations must be over \$250.00
2. Creation of a new appropriation account your budget

**For Accounting Department Use Only**

	Department of Accounting Audit	Common Council Meeting Date
	4	6/18/24

# Budgetary Transfer Request Form

Department: Accounting

Date: 04/11/2024

Dollar Amount	From Appropriation Account	Police Discovery	Appropriation Accounts and Documentation	Into Appropriation Account
\$1,940.18	007.0000.0087	Account Number	001.3120.0420	Repairs & Maintenance
		Account Description	Account Number	Account Description

**Explanation:** Several vendors performed work on the NTPD server. Grant funds were applied for, however, the invoices for parts and service were due before grant check was received. This request is to cover an invoice to Amazon for \$1,940.18.

**Please Check One**

Common Council Action	NO Common Council Action
-----------------------	--------------------------

K. Shaw	4-11-24
Department Head Signature	Date

**Budgetary Transfer Policy**

2.11 - Budgetary transfers can be initiated by a Department

Head on his or her signature if **all** of the following criteria is met:

1. Transfer appropriations must be less than \$250.00
2. Transfer only between existing appropriation accounts within your Department Budget
3. Accumulated transfers made into any one appropriation account can not total more than \$250.00 within any fiscal year

2.21 - Budgetary transfers can be initiated by a Department Head through the Common Council if **one** of the following Criteria is met:

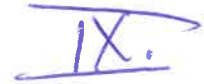
1. Transfer appropriations must be over \$250.00
2. Creation of a new appropriation account your budget

**For Accounting Department Use Only**

Department of Accounting Audit	Common Council Meeting Date
4	6/18/24

City of North Tonawanda, New York  
**DEPARTMENT OF PUBLIC WORKS**

758 Erie Avenue, North Tonawanda, New York 14120  
(716) 695-8585



June 12, 2024

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

**JUN 18 2024**

**Re: Award of Contract  
Project 2024-06  
Oliver, Walck and Old Falls Mill and Overlay**

RECEIVED  
CITY CLERK'S OFFICE  
2024 JUN 12 PM 12:30  
NORTH TONAWANDA NY

Dear Honorable Body:

On June 11<sup>th</sup>, 2024, four (4) bids were received and opened by the City Clerk for the Oliver, Walck and Old Falls Mill and Overlay Project. The results are as follows:

**Base Bid:**

1. D&H Paving LLC	\$321,500.00
2. Amherst Paving Inc.	\$344,106.00
3. Occhino Corp.	\$376,970.00
4. Milherst Construction, Inc.	\$379,700.00

**Add Alternate 1:**

1. D&H Paving LLC	\$147,650.00
2. Amherst Paving Inc.	\$150,530.00
3. Milherst Construction, Inc.	\$151,100.00
4. Occhino Corp.	\$164,550.00

**Add Alternate 2:**

1. Milherst Construction, Inc.	\$166,050.00
2. D&H Paving LLC	\$166,925.00
3. Amherst Paving Inc.	\$170,225.00
4. Occhino Corp.	\$186,910.00

**Total Bid:**

1. <b>D&amp;H Paving LLC</b>	<b>\$636,075.00</b>
2. Amherst Paving Inc.	\$664,861.00
3. Milherst Construction, Inc.	\$696,850.00
4. Occhino Corp.	\$728,430.00



The Engineering Department and DPW have reviewed the bid results and are recommending award of the Contract. Accordingly, I respectfully request that the Common Council award the Oliver, Walck and Old Falls Mill and Overlay Project to D&H Paving LLC, 485 Kennedy Road, Cheektowaga, NY 14227, at their low Total Bid amount of \$636,075.00.00; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,



Mark Zellner  
Superintendent of Public Works

MZ:tjs

Cc: file  
Edward Zebulski, City Attorney  
Chelsea L. Spahr, P.E., City Engineer  
Jeffery Zellner, City Accountant



# DEPARTMENT OF POLICE

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

X.1

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

**JUN 18 2024**

June 03, 2024

Mayor Austin Tylec and  
The North Tonawanda Common Council  
216 Payne Avenue  
North Tonawanda, NY 14120

Dear Honorable Body,

I intend on hiring Alexander Wagner to fill the open position caused by Officer Bui's resignation as authorized by Mayor Tylec. Wagner's effective hire date will be June 21, 2024, and he will be sworn in on June 20, 2024, at 9:00am in the common council chambers. Wagner will be a lateral transfer from the Town of Niagara Police Department.

Respectfully,

A handwritten signature in black ink, appearing to read 'K. Glass'.

Keith Glass  
Chief of Police  
North Tonawanda Police Department

RECEIVED  
CITY CLERK'S OFFICE

2024 JUN 4 AM 9:06  
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

X.2  
JUN 18 2024

June 4, 2024

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

Dear Honorable Body:

Would you please reappoint Sean A. Campas as Commissioner of Deeds for the City of North Tonawanda, effective from July 6, 2024 and ending on July 5, 2026.

Respectfully,

Keith T. Glass

Chief of Police

2024 JUN 4 PM 12:43  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE

*XV.1*

**JUN 18 2024**  
Local Share

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	18	180.00
			<b>Sub-Total:</b>	<b>\$180.00</b>
A1603	Misc. Fees	Birth Certificates	37	370.00
		Death Certificates	81	810.00
		Deaths Recorded	11	0.00
			<b>Sub-Total:</b>	<b>\$1,180.00</b>
A1980	Minor Sales	City Market	6	1,890.00
			<b>Sub-Total:</b>	<b>\$1,890.00</b>
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
		Terrace Park. Permit	13	65.00
			<b>Sub-Total:</b>	<b>\$115.00</b>
A2410	Minor Sales	Boathouse 2024	2	2,016.00
			<b>Sub-Total:</b>	<b>\$2,016.00</b>
A2501	Permit Fees	Chicken Permits	9	225.00
			<b>Sub-Total:</b>	<b>\$225.00</b>
A2505	Marriage License Fee	Marriage License Fee	12	210.00
			<b>Sub-Total:</b>	<b>\$210.00</b>
A2506	Conservation	Conservation	20	53.95
			<b>Sub-Total:</b>	<b>\$53.95</b>
A2540	Racing & Wagering Fees	Bingo Proceeds	6	252.93
			<b>Sub-Total:</b>	<b>\$252.93</b>
A2542	Dog Licensing	Exempt Dogs	3	0.00
		Female, Spayed	91	819.00
		Female, Unspayed	7	119.00
		Male, Neutered	86	774.00
		Male, Unneutered	14	238.00
		Replacement Tags	2	6.00
			<b>Sub-Total:</b>	<b>\$1,956.00</b>
A2610	Minor Sales	Parking Tickets	23	2,410.00
			<b>Sub-Total:</b>	<b>\$2,410.00</b>

2024 JUN 3 PM 12:44  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Total Local Shares Remitted:</b>	<b>\$10,488.88</b>
Amount paid to:	New York State Department of Health			270.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			240.00
Amount paid to:	NYS Environmental Conservation			909.05
<b>Total State, County &amp; Local Revenues:</b>		<b>\$11,907.93</b>	<b>Total Non-Local Revenues: \$1,419.05</b>	

Pursuant to Section 27, Sub 1, of the City Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by the City Clerks Office, City of North Tonawanda, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

  
 City Clerk-Treasurer

  
 Date

State, COIN

STATE, COIN

STATE, COIN

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

XXV.1  
Treasurer's Office: (716) 695-8575  
Clerk's Office: (716) 695-8555  
Fax: (716) 695-8557

JUN 18 2024

RECEIVED  
CITY CLERK'S OFFICE

2024 JUN 11 AM 11:50  
NORTH TONAWANDA NY

6/11/2024

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

Dear Sirs:

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

## General Fund

Balance Fwd - Checking	3,150,410.50
Balance Fwd - Money Market	204,088.75
Investments	(10,000,000.00)
Receipts for the month	16,329,964.76
Warrants Drawn	(2,968,152.33)
	<hr/>
	\$6,716,311.68

## Sewer Fund

Balance Fwd - Checking	55,249.09
Balance Fwd - Money Market	19,032.83
Investments	0.00
Receipts for the month	589,857.96
Warrants Drawn	(509,666.94)
	<hr/>
	\$154,472.94

## Water Fund

Balance Fwd - Checking	587,800.23
Balance Fwd - Money Market	1,256,994.23
Investments	0.00
Receipts for the month	461,124.84
Warrants Drawn	(369,393.65)
	<hr/>
	\$1,936,525.65

## Trust & Agency Fund

Balance Fwd - Checking	495,191.83
Receipts for the month	167,546.13
Warrants Drawn	(59,680.68)
	<hr/>
	\$603,057.28

## Capital Construction Fund

Balance Fwd - Checking	2,405,986.18
Balance Fwd - Money Market	5,217,719.11
Investments	-5,000,000.00
Receipts for the month	9,344,821.59
Warrants Drawn	(1,865,212.41)
	<hr/>
	\$10,103,314.47

## 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	311,545.00
Warrants Drawn	(311,545.00)
	<hr/>
	\$0.00

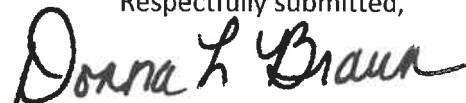
## Housing Rehabilitation Fund

Balance Fwd	1,485.19
Receipts for the month	10,710.63
Warrants Drawn	0.00
	<hr/>
	\$12,195.82

## 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

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

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



June 3, 2024

*XAN.2*  
**JUN 18 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 May 2024

**Total: 1,127**

**Unduplicated: 292**

**Duplicated: 835**

Please note: We also sponsor a “Little Free Food Pantry” and a “Little Library” both of these are available to the public 24/7.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

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CITY CLERK'S OFFICE

2024 JUN 4 PM3:19  
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

XXV.3

June 06, 2024

**JUN 18 2024**

Honorable Mayor Austin J. Tylec and  
Members of the City of North Tonawanda Common Council

Dear Sirs,

Please find the attached Summary of Police Activities Report, the Summary of Criminal Activities Report, and the V&T Report for the month of **APRIL 2024**.

Respectfully Submitted,

Keith T. Glass  
Chief of Police

cc: Joe Loncar  
cc: Robert Schmigel  
cc: Frank DiBernardo  
cc: Joseph Lavey Jr.  
cc: Joe Marranta

KTG/as

2024 JUN 6 AM 10:32  
NORTH TONAWANDA NY

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<p>NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF APRIL 2024</p>
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CRIMINAL

Complaints received and investigated	101
Complaints cleared by arrest or exceptional clearance	58
Complaints ruled unfounded	2
Number of males arrested	41
under 18:	0
over 18:	41
Number of females arrested	19
under 18:	0
over 18:	19
Arrests for other authorities	0
Failure to Appear/Violation of Probation Warrant Arrests	0
Above complaints cleared by J.A.B.	5
Complaints cleared by J.A.B. from previous months	0

TRAFFIC

Traffic summonses issued	1205
DWI arrests	6
Parking tags issued	54

MISCELLANEOUS

Miscellaneous service	2,787
Incident reports	96
Vehicle accidents	33
Vehicle accidents (fatal)	0
Vehicle stops	1014
Police escorts	2
Prisoner meals	118
Mug shots taken	57
Fingerprints taken	57
Persons missing and located	1
Automobiles stolen	3
Automobiles recovered	2
Automobiles recovered for other authorities	0
Record check fees	\$150.00
Photocopy fees	\$108.25
Fingerprint fees	\$0.00
Fines collected	\$43,956.00
Value of property damaged	\$16,781.00
Value of property stolen	\$147,538.28
Value of property recovered	\$32,244.47

Respectfully submitted,



Keith T. Glass  
Chief of Police

KTG/as

NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF APRIL 2024
---

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	Received	<u>COMPLAINTS</u>	
		Cleared	Unfounded
AGG. ASSAULT	2	1	
ALL OTHER OFFENSES	20	20	
ARSON	0	0	
BURGLARY	4	1	
COERCION	0	0	
CRIMINAL MISCHIEF	11	3	1
CRIM POSS WEAPON	3	3	
DIS CON/HARASS	19	13	
DRUG OFFENSES	5	0	
EMBEZZLEMENT	0	0	
FAILURE TO APPEAR	27	27	
FORGERY	0	0	
FRAUD (ID THEFT)	1	0	
LARCENY	25	15	
LEAVING THE SCENE	5	1	
MURDER	0	0	
RAPE	0	0	
ROBBERY	0	0	
SEXUAL OFFENSES	2	1	
SIMPLE ASSAULT	0	0	
STOLEN PROPERTY	1	0	
UNAUTH USE M/V	3	0	1
VIOL OF PROBATION	0	0	
ARRESTS FOR OTHER AUTHORITIES		0	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		0	
TOTALS	128	85	2
# OF ABOVE COMPLAINTS CLEARED BY JAB		5	
# CLEARED BY JAB FROM PREV MONTHS			

V & T REPORT FOR THE MONTH OF APRIL 2024
--

TRAFFIC INFRACTIONS:

SPEEDING	342
REDLIGHT VIOLATION	99
STOP SIGN VIOLATION	257
NO REGISTRATION	28
NO LICENSE	36
FAULTY EQUIPMENT	74
NO INSPECTION	58
FAILED TO YIELD RIGHT OF WAY	10
SEAT BEAT VIOLATION	32
NO INSURANCE	5
LICENSE PLATE VIOLATION	13
IMPROPER TURN	19
DROVE ON LEFT SIDE OF PAVEMENT MARKINGS	0
FAILED TO KEEP RIGHT	0
LEAVING SCENE OF INCIDENT	2
FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST	0
AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE	0
FAILURE TO NOTIFY COMMISSIONER OF CHANGE OF ADDRESS	5
UNSAFE BACKING	0
MISCELLANEOUS	<u>154</u>
TOTAL	<u>1,134</u>

TRAFFIC MISDEMEANORS:

DWI	10
OPERATING WHLE REGIS. SUSPENDED/REVOKED	11
AGGRAVATED UNLICENSED OPER 3RD	26
AGGRAVATED UNLICENSED OPER 2ND	13
RECKLESS DRIVING	0
LEAVING SCENE INJURY ACCIDENT	0
DISPLAY FORGED CERTIFICATE W/O INSPECTION	0
OPER MV WHEN LICENSE/REGISTRATION IS SUSPENDED	0
FAILURE TO SURRENDER SUSP/REVOKED LICENSE/REGIS	7
USE/LEASE/RENTED/LOANED VEHICLE W/O INTERLOCK DEVICE	2
EQUIPMENT VIOLATIONS - MISDEMEANOR	0
FAIL TO SECURE SHIFTABLE LOAD/LOGS INSECURELY FASTENED	0
ILLEGAL SPEED CONTEST	0
POSSESSION OF A LOADED FIREARM IN/ON VEHICLE	<u>0</u>
TOTAL	<u>69</u>

TRAFFIC FELONIES:

AGGRAVATED UNLICENSED OPERATION 1ST	1
AGGRAVATED DWI/CHILD IN VEHICLE	1
OPERATE MV .08 OF 1% OR MORE ALC-PRIOR CONV DESIG	0
DWI/PREVIOUS CONVICTION W/IN 10 YEARS	0
DRIVING W/ABILITY IMPAIRED BY DRUG(SPECIAL)	0
DRIVING W/ABILITY IMPAIRED BY DRUG(FELONY)	0
LEAVING SCENE ACCIDENT RESULTING IN SERIOUS INJURY	<u>0</u>
TOTAL	<u>2</u>

FINES (CITY IMPOSED):

TRAFFIC	\$39,916.00
PENAL LAW	\$0.00
CITY ORDINANCE	\$0.00
BAIL FORFEITURE	\$0.00
ABC LAW	\$0.00
PARKING TAGS	<u>\$4,040.00</u>
TOTAL	\$43,956.00

MUG SHOTS: 57

PARKING TAGS: 54

MEAL TICKETS: 118



# City of North Tonawanda

XXXII

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

JUN 18 2024

June 10<sup>th</sup>, 2024

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

Re: Community Development Block Grant Program – Request for Public Hearing

Dear Honorable Body,

In consideration of a possible application to the New York State Office of Community Renewal Community Development Block Grant Single Family Housing Rehabilitation Program, per CDBG regulations, the City of North Tonawanda is required to hold a public meeting to discuss CDBG activities and the potential application. The hearing must be held at a meeting with a quorum of the Common Council.

I would like to formally request authorization to hold a required public meeting for the Community Development Block Grant Single Family Housing Rehabilitation program to be held on **Tuesday July 9<sup>th</sup> 2024 at 6:00pm** in the Common Council chambers immediately preceding the regularly scheduled Common Council workshop meeting.

Thank you for your time and consideration.

Kindest regards,

Laura Wilson  
Director

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CITY CLERK'S OFFICE

2024 JUN 10 PM2:03  
NORTH TONAWANDA NY

CFO. A.

May 31, 2024

JUN 18 2024

Common Council

City Hall - Main Floor

216 Payne Avenue

North Tonawanda, NY 14120

Common Council,

I request your approval to block off vehicle traffic on Falconer Street between the intersections with Christiana Street and Thompson Street on Thursday, August 15, 2024 between 6:00 pm and 8:00 pm, and that we be provided with two temporary roadblock installations to place at those intersections during that time.

The residents of Falconer Street are planning for a neighborhood block party during that time, and closing the street would provide for the safety of attendees.

I communicated the proposal for a party to all neighbors with homes or driveways facing the affected portion of the street in writing or in person on May 8, with a request to contact me by May 30 to discuss an alternative date and time if they cannot accommodate the closure. I have not received any concerns or opposition from neighbors during that timeframe. Multiple neighbors reacted to the proposal with enthusiasm, leading me to conclude the residents of the street support this request.

If there is any additional information that is needed, please contact me.

Courtney Bell

208 Falconer Street

North Tonawanda, NY 14120

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2024 JUN 4 AM 9:32  
NORTH TONAWANDA NY

CFO. B

RECEIVED  
CITY CLERK'S OFFICE

2024 JUN 14 AM 10:28  
NORTH TONAWANDA NY

Steven Stefanski  
1597 Ruie Road  
North Tonawanda, NY 14120

June 14, 2024

JUN 18 2024

**RE: Leave of Absence Request**

Honorable Mayor Tylec & Common Council Members,

Upon your approval on June 18, 2024, I will be moving to the position of Water/Wastewater Mechanic/ Trainee. Therefore, I am requesting a leave of absence from my position as Groundskeeper until such time that my probationary period has expired, and I have become a permanent appointment as the Water/Wastewater Mechanic/ Trainee.

Thank you for your time and consideration of my request.

Respectfully,



Steven J. Stefanski