

**THE HONORABLE BODY**  
**Council Chambers**  
**Municipal Building**  
**North Tonawanda, New York 14120**  
**Tuesday, January 7, 2025 – REORGANIZATIONAL MEETING**  
**6:15 P.M.**

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**REORGANIZATIONAL MEETING CALLED TO ORDER BY ALDERMAN DIBERNARDO**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Present: Alderman Schmigel, DiBernardo, Lavey, Loncar, Marranta**

**Absent: None**

**Also Present: Mayor Austin J. Tylec**  
**City Attorney Edward Zebulske, III**

**APPROVAL OF THE MINUTES OF THE LAST SESSION DECEMBER 17, 2024**

**MOVED by Alderman DiBernardo      SECONDED by Alderman Marranta**  
**That the minutes of the last regular session held December 17, 2024, be approved as**  
**circulated and filed in the Office of the City Clerk.**  
**CARRIED.**

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**#1**

**ADJOURNMENT**

**MOVED by Alderman DiBernardo      SECONDED by Alderman Schmigel**  
**That this last session of 2024 be adjourned Sine Die.**  
**CARRIED.**

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**#2**

**DESIGNATION OF COMMON COUNCIL PRESIDENT**

**Alderman DiBernardo called for nominations for President of the Common Council.**

**Alderman DiBernardo placed the name of Alderman Joseph Lavey in nomination for President**  
**of the Common Council, seconded by Alderman Marranta**

**There being no further nominations, it was**

**MOVED by Alderman DiBernardo      SECONDED by Alderman Marranta**  
**That Alderman Joseph Lavey is declared President of the Common Council for the year 2025**  
**Ayes: Alderman, Schmigel, DiBernardo, Lavey, Loncar, Marranta      (5)**  
**Nays: None      (0)**  
**CARRIED.**

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**#3**

**DESIGNATION OF COMMON COUNCIL MEETING NIGHTS**

**MOVED by Alderman DiBernardo      SECONDED by Alderman Marranta**  
**That the Common Council hereby establishes the first and third Tuesday of every month**  
**at 6:30P.M. as regular meeting nights and the second Tuesday will be a workshop at 6:30P.M.**  
**Also, establishing Audience Participation time allowance to be a total of five (5) minutes, with**  
**an amendment to Alderman DiBernardo's letter changing the year from 2024 to 2025.**  
**CARRIED.**

**Ayes: Alderman, Schmigel, DiBernardo, Lavey, Loncar, Marranta      (5)**  
**Nays: None      (0)**

CARRIED.

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**COMMUNICATIONS FROM CITY OFFICIALS**

**III.1 Clerk-Treasurer**

December 27, 2024

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

Dear Honorable Mayor and Common Council:

The following Commercial Banks hold checking, savings and/or Money Market accounts with the City of North Tonawanda at the present time:

M & T Bank	Checking/Savings/Money Market/Cash Management
Bank of America	Investments
NY Class	Investments

Please designate the aforementioned banks as depositories for the City of North Tonawanda, New York for the year 2025.

Manufacturers and Traders Trust Company, North Tonawanda Office:

General Fund (Checking/Savings)  
Water Fund (Checking/Savings)  
Chemlink (transfer account only)  
Golf Course Account - Charges  
Rental Assistance HUD Fund  
Trust & Agency Fund  
Community Development Fund  
Community Development Block Grant Fund  
Community Development Imprest Account  
Municipal Payroll Fund  
Flex Plan  
Health Reimb  
Housing Rehab  
HOME Re-Habilitation  
Municipal Clearing Account  
Payroll  
Capital Construction Fund (Checking/Savings)

Bank of America:

Belmont - Rental Assistance (transfer account only)

In the best interest of the City, with the current market situation, please grant me the authority to make any necessary modifications to the above referenced bank designations.

Thank you for your cooperation.

Respectfully,  
Donna L. Braun  
City Clerk-Treasurer

**MOVED by Alderman DiBernardo      SECONDED by Alderman Schmigel**  
**That the Common Council hereby designates the following banks as depositories for the following funds or account groups for fiscal year 2025, and authorizes the City Clerk-Treasurer to make any necessary modifications to the referenced bank designations, subject to review and recommendation of the City Auditors:**

<b>M &amp; T Bank</b>	<b>Checking/Savings/Money Market/Cash Management</b>
<b>Bank of America</b>	<b>Investments</b>
<b>NY Class</b>	<b>Investments</b>

**Manufacturers and Traders Trust Company, North Tonawanda Office:**

- General Fund (Checking/Savings)
- Water Fund (Checking/Savings)
- Chemlink (transfer account only)
- Golf Course Account - Charges
- Rental Assistance HUD Fund
- Trust & Agency Fund
- Community Development Fund
- Community Development Block Grant Fund
- Community Development Imprest Account
- Municipal Payroll Fund
- Flex Plan
- Health Reimb
- Housing Rehab
- HOME Re-Habilitation
- Municipal Clearing Account
- Payroll
- Capital Construction Fund (Checking/Savings)

**Bank of America:**

- Belmont - Rental Assistance (transfer account only)

<b>Ayes: Alderman, Schmigel, Lavey, Loncar, Marranca, DiBernardo</b>	<b>(5)</b>
<b>Nays: None</b>	<b>(0)</b>

**CARRIED.**

**III.2 Clerk-Treasurer**

**December 27, 2024**

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

**Dear Honorable Mayor and Common Council:**

**Please pass the necessary resolution for the year 2025, authorizing the City Clerk-Treasurer to invest City of North Tonawanda monies in either, Treasury Bills, Money Market Savings Accounts, Commercial Market Rate Investments or Certificates of Deposit, Municipal Investments, whichever promises to produce the highest interest yield per the City of North Tonawanda Cash Management and Investment Policies and Procedures, which are to be followed by the City Clerk-Treasurer, when said investments are made.**

**Thank you for your cooperation.**

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

**MOVED by Alderman DiBernardo SECONDED by Alderman Marranca**  
**That the Common Council hereby authorizes the City-Clerk Treasurer to invest City of**  
**North Tonawanda monies in either Treasury Bills, Money Market Savings Accounts,**  
**Commercial Market Rate Investments or Certificates of Deposit, Municipal Investments,**  
**whichever promises to produce the highest interest yield for year 2025**  
**Ayes: Alderman, Schmigel, Lavey, Loncar, Marranca, DiBernardo (5)**  
**Nays: None (0)**  
**CARRIED.**

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### **III.3 Clerk-Treasurer**

**December 27, 2024**

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

**Dear Honorable Mayor and Common Council:**

**It is likely that various funds will be in need of monies to meet payroll and voucher payments**  
**throughout the year 2025.**

**Please authorize the City Clerk-Treasurer to make temporary loans whenever necessary from**  
**various City Funds, until revenues are received, and these loans are repaid.**

**Thank you for your cooperation.**

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

**MOVED by Alderman Schmigel SECONDED by Alderman DiBernardo**  
**That the Common Council hereby authorizes the City-Clerk Treasurer to make temporary**  
**loans whenever necessary from various City Funds, until revenues are received, and these**  
**loans are repaid for year 2025.**  
**Ayes: Alderman, Schmigel, Lavey, Loncar, Marranca, DiBernardo (5)**  
**Nays: None (0)**  
**CARRIED.**

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### **III.4 Clerk-Treasurer**

**December 27, 2024**

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

**Dear Honorable Mayor and Common Council:**

**As of this date, I have counted the petty cash and receipts for all authorized Departments**  
**and found them to be correct.**

**Please authorize each Department to submit petty cash slips and vouchers to the City**  
**Accountant for payment.**

**Also, please authorize each Department to continue using the following petty cash**  
**accounts:**

<b>Building Inspector</b>	<b>\$ 100.00</b>
<b>City Clerk</b>	<b>\$ 100.00</b>

Fire Department	\$ 500.00
Flexible Spending Acct	\$10,000.00
Golf Course	\$ 1,000.00
Health Reimburse Acct	\$10,000.00
Police Department	\$ 1,000.00
Public Works	\$ 500.00
Recreation	\$ 850.00
Treasurer	\$ 1,000.00
Water Distribution @ WWTP	\$ 100.00
Water Department @ WWTP	\$ 400.00
WWTP	\$ 500.00

Respectfully,  
Donna L. Braun  
City Clerk-Treasurer

**MOVED** by Alderman DiBernardo      **SECONDED** by Alderman Marranca  
That the Common Council hereby authorizes each Department to submit petty cash slips and vouchers to the City Accountant and also authorizes each Department to continue using the following petty cash accounts:

Building Inspector	\$ 100.00
City Clerk	\$ 100.00
Fire Department	\$ 500.00
Flexible Spending Acct	\$10,000.00
Golf Course	\$ 1,000.00
Health Reimburse Acct	\$10,000.00
Police Department	\$ 1,000.00
Public Works	\$ 500.00
Recreation	\$ 850.00
Treasurer	\$ 1,000.00
Water Distribution @ WWTP	\$ 100.00
Water Department @ WWTP	\$ 400.00
WWTP	\$ 500.00

Ayes: Alderman, Schmigel, Lavey, Loncar, Marranca, DiBernardo (5)  
Nays: None (0)  
**CARRIED.**

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### III.5 Clerk-Treasurer

December 27, 2024

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

Dear Honorable Mayor and Common Council:

I respectfully request that your Honorable Body designate the *Niagara Gazette and The Buffalo News* as the official newspapers for the City of North Tonawanda.

The above-mentioned publications are used for a variety of legal notices during the course of the year. The designation of these newspapers allows for publication of said notices based on the best price for the City of North Tonawanda.

If your Honorable Body should concur, I respectfully request that you vote in the affirmative for this official designation.

Respectfully,  
Donna L. Braun  
City Clerk-Treasurer

01-07-25

**MOVED by Alderman DiBernardo      SECONDED by Schmigel**  
**That the Common Council hereby designates the *Niagara Gazette and The Buffalo News* as**  
**the official newspapers for the City of North Tonawanda for 2025.**  
**Ayes: Alderman, Schmigel, Lavey, Loncar, Marranta, DiBernardo      (5)**  
**Nays: None      (0)**  
**CARRIED.**

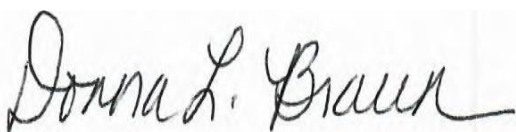
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**ADJOURNMENT**

**MOVED by Alderman Marranta      SECONDED by Alderman DiBernardo**  
**That this reorganizational session of the Common Council be and hereby is adjourned.**  
**CARRIED.**

**Time of adjournment: 6:25 P.M.**

**Respectfully submitted,**

A handwritten signature in black ink that reads "Donna L. Braun". The signature is written in a cursive style with a long horizontal flourish at the end.

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