THE HONORABLE BODY Council Chambers Municipal Building North Tonawanda, New York 14120 Monday, January 4, 2016 – REORGANIZATIONAL MEETING 5:31P.M.

## **REORGANIZATIONAL MEETING CALLED TO ORDER**

PLEDGE OF ALLEGIANCE

**ROLL CALL** 

Present: Aldermen Rizzo, Zadzilka, Braun, Schwandt, Pecoraro

Absent: None

Also Present: Mayor Arthur G. Pappas City Attorney Katherine D. Alexander

### **APPROVAL OF THE MINUTES OF THE LAST SESSION DECEMBER 15, 2015**

MOVED by Alderman Schwandt SECONDED by Alderman Zadzilka That the minutes of the last regular session held December 15, 2015 be approved as circulated and filed in the Office of the City Clerk. CARRIED.

#1

## ADJOURNMENT

MOVED by Alderman Zadzilka SECONDED by Alderman Pecoraro That this last session of 2015 be adjourned Sine Die. CARRIED.

#2

## **DESIGNATION OF COMMON COUNCIL PRESIDENT**

The City Clerk-Treasurer called for nominations for President of the Common Council.

Alderman Pecoraro placed the name of Alderman Zadzilka in nomination	n for President
of the Common Council, seconded by Alderman Zadzilka	
Ayes: Pecoraro, Zadzilka	(2)
Nays: Braun, Schwandt, Rizzo	(3)
MOTION FAILED.	

The City Clerk-Treasurer called for nominations for President of the Common Council.

Alderman Braun placed the name of Alderman Rizzo in nomination for President of the Common Council, seconded by Alderman Schwandt

There being no further nominations, it was

MOVED by Alderman BraunSECONDED by Alderman SchwandtThat Alderman Rizzo is declared President of the Common Council for the year 2016.Ayes: Braun, Schwandt, RizzoNays: Zadzilka, PecoraroCARRIED.

### #3 DESIGNATION OF COMMON COUNCIL MEETING NIGHTS

MOVED by Alderman Rizzo SECONDED by Alderman Zadzilka That the Common Council hereby establishes the first and third Tuesday of every month at 6:30P.M. as regular meeting nights. CARRIED.

# **COMMUNICATIONS FROM CITY OFFICIALS**

I.1 Mayor

December 22, 2015

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

**RE: Re-Appointment of City Historian** 

**Dear Honorable Body:** 

Please be advised that I am re-appointing Joseph Midura, 115 10<sup>th</sup> Avenue, North Tonawanda, NY 14120, to continue as City Historian, effective January 1, 2016, for a term which expires on December 31, 2016.

Thank you for your attention to this matter.

Sincerely, Arthur G. Pappas Mayor

MOVED by Alderman Pecoraro SECONDED by Alderman Braun That the Common Council hereby receives and files the re-appointment of Joseph Midura 115 10<sup>th</sup> Avenue, North Tonawanda, NY 14120 as City Historian for a term of (1) year effective January 1, 2016 through December 31, 2016. CARRIED.

I.2 Mayor

December 30, 2015

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

RE: Appointment to position of Superintendent of Wastewater/Water

**Dear Honorable Body:** 

Please be advised that I will be appointing William M. Davignon, 154 Jefferson Ave., North Tonawanda, New York, 14120 as the Superintendent of Wastewater/Water, effective January 5, 2016.

Mr. Davignon's starting pay will begin at step 2 \$79,568 per existing OPEIU salary schedule.

Please feel free to contact me should you have any further questions.

Sincerely, Arthur G. Pappas Mayor

MOVED by Alderman Rizzo SECONDED by Alderman Braun That the Common Council hereby receives and files the appointment of William M. Davignon, 154 Jefferson Avenue, North Tonawanda, NY 14120 as Superintendent of Wastewater/Water Department with a starting pay at step 2, \$79,568 effective January 5, 2016. CARRIED.

I.3 Mayor

December 30, 2015

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

**RE:** Change in Hours of Operation at City Hall

**Dear Honorable Body:** 

Please be advised that I am changing the hours of operations at City Hall. Effective January 4, 2016, the new hours of operation for all departments except for Code/Building Inspector will be Monday-Friday 8:30AM – 4:30PM. Code/Building Inspector hours will remain the same Monday-Friday 8:00AM – 4:00PM.

Sincerely, Arthur G. Pappas Mayor

MOVED by Alderman Zadzilka SECONDED by Alderman Braun That the Common Council hereby receives and files the change in hours of operation at City Hall Monday-Friday 8:30AM-4:30PM. Code/Building Inspector Hours will remain the same Monday-Friday 8:00AM-4:00PM effective January 4, 2016. CARRIED.

III.1 Clerk-Treasurer

December 21, 2015

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

Please designate the aforementioned banks as depositories for the City of North Tonawanda, New York for the year 2016.

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, Daniel R. Quinn City Clerk-Treasurer

MOVED by Alderman Zadzilka SECONDED by Alderman Pecoraro That the Common Council hereby designates the following banks as depositories for the following funds or account groups for fiscal year 2016, subject to review and recommendation of the City Auditors:

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 Municipal Payroll Fund Flex Plan Health Reimb Housing Rehab HOME Re-Habilitation Municipal Clearing Account** Payroll Section 108 Fund Capital Construction Fund (Checking/Savings)

Bank of America, North Tonawanda Office:

**Belmont - Rental Assistance (transfer account only)** 

Ayes: Alderman Zadzilka, Braun, Schwandt, Pecoraro, Rizzo(5)Nays: None(0)CARRIED.

III.2 Clerk-Treasurer

December 21, 2015

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 2016, authorizing the City 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, Daniel R. Quinn City Clerk-Treasurer

MOVED by Alderman RizzoSECONDED by Alderman PecoraroThat the Common Council hereby authorizes the City-Clerk Treasurer to invest City of<br/>North Tonawanda monies in either Treasury Bills, Money Market Savings Accounts,<br/>Commercial Market Rate Investments or Certificates of Deposit, Municipal Investments,<br/>whichever promises to produce the highest interest yield.<br/>Ayes: Alderman Zadzilka, Braun, Schwandt, Pecoraro, Rizzo(5)<br/>(0)Nays: None(0)CARRIED.

**III.3** Clerk-Treasurer

December 21, 2015

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 2016.

Please authorize the City Clerk-Treasurer to make temporary loans whenever necessary from the General Fund until revenues are received and these loans are repaid.

Thank you for your cooperation.

Respectfully, Daniel R. Quinn City Clerk-Treasurer

MOVED by Alderman Zadzilka SECONDED by Alderman Schwandt That the Common Council hereby authorizes the City-Clerk Treasurer to make temporary loans whenever necessary from the General Fund until revenues are received and these loans are repaid. Aves: Alderman Zadzilka, Braun, Schwandt, Pecoraro, Rizzo (5)

Ayes: Alderman Zadzlika, Braun, Schwandt, Pecoraro, Kizzo(5)Nays: None(0)CARRIED.

**III.4** Clerk-Treasurer

December 21, 2015

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

**Dear Honorable Mayor and Common Council:** 

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>	\$ 100.00
City Clerk	\$ 100.00
Engineering	\$ 100.00
<b>Fire Department</b>	\$ 500.00

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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 @ DPW	\$ 100.00
Water Department @ WWTP	\$ 400.00
WWTP	\$ 500.00

**MOVED by Alderman Rizzo** 

SECONDED by Alderman Zadzilka

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:

<b>Building Inspector</b>	\$	100.00
City Clerk	\$	100.00
Engineering	\$	100.00
Fire Department	\$	500.00
Flexible Spending Acct	\$1	0,000.00
Golf Course	\$	1,000.00
Health Reimburse Acct	\$1	0,000.00
Police Department	\$	1,000.00
Public Works	\$	500.00
Recreation	\$	850.00
Treasurer	\$	1,000.00
Water Distribution @ DPW	\$	100.00
Water Department @ WWTP	\$	400.00
WWTP	\$	500.00

Ayes: Alderman Zadzilka, Braun, Schwandt, Pecoraro, Rizzo Nays: None CARRIED.

III.5 Clerk-Treasurer

December 22, 2015

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, The Sun, the Buffalo News and the Niagara-Wheatfield Tribune as the official newspapers of 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 allow for a fair and balanced use for publication of said notices based on the best price quoted 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.

Sincerely, Daniel R. Quinn City Clerk-Treasurer

01-04-16

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(5) (0) MOVED by Alderman PecoraroSECONDED by Alderman RizzoThat the Common Council hereby designates the Niagara Gazette, The Sun, the Buffalo<br/>News and the Niagara-Wheatfield Tribune as the official newspapers of the City of North<br/>Tonawanda for 2016.Ayes:Alderman Zadzilka, Braun, Schwandt, Pecoraro, Rizzo(5)<br/>Nays:None(0)<br/>CARRIED.

#### **ADJOURNMENT**

MOVED by Alderman ZadzilkaSECONDED by Alderman BraunThat this reorganizational session of the Common Council be and hereby is adjourned.CARRIED.

Time of adjournment: 5:40 P.M.

Respectfully submitted,

Daniel R. Quinn City Clerk-Treasurer