

**TO: Honorable Mayor & Common Council
President Zadzilka
Aldermen Braun, Schmigel, Pecoraro, Tylec**

FROM: Matthew L. Parish, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, JULY 7, 2020 6:30PM

AUDIENCE PARTICIPATION – Due to the COVID-19 (Coronavirus) the meeting will not be open to the public.

PROOF OF PUBLICATION PUBLISHED 6/11/2020

1) Legal Notice – Public Hearing – To discuss the Community Development Block Grant (CDBG) Economic Development #822ED912-18 grant program and activities – Community Development

PROOF OF PUBLICATION PUBLISHED 6/18/2020

1) Legal Notice – Invitation for Bids for the Purchase of Natural Gas for the Wastewater & Water Treatment Plants – Supt. Wastewater/Water

PROOF OF PUBLICATION PUBLISHED 6/24/2020

1) Legal Notice – Public Hearing – To discuss the City’s Economic Development Programs, and the potential submission of an application to the NYS Office of Community Renewal for the Community Development Block Grant Funding – Community Development

COMMUNICATIONS FROM CITY OFFICIALS

II.1 Attorney - Re: Boat House Transfer

II.2 Attorney - Re: Water Damage at 746 Castlebar Drive

V. Supt. Water/Wastewater - Re: Permission to renew contract with Enerscope for consulting services for the procurement of Natural Gas for the Wastewater & Water Treatment Plants

VII. Accountant - **Re: Payment of the Abstract of Claims Dated July 7, 2020**

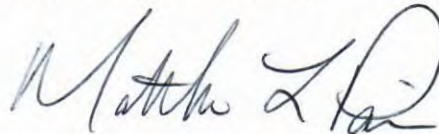
**XIV. Youth, Recreation, Parks
And Seniors** - **Re: Approval for WNY Disc Golf Club and
Buffalolocal.com to sponsor the
implementation of signs for the Disc Golf
course**

XVII. Traffic Safety - **Re: Various Traffic Safety Recommendations
from their June meeting**

XXV. Monthly Reports

.1 Clerk-Treasurer

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew L. Parish". The signature is fluid and cursive, with the first name "Matthew" being the most prominent part.

**Matthew L. Parish
City Clerk-Treasurer**

City of North Tonawanda

II.1

OFFICE OF THE CITY ATTORNEY
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120-5489

LUKE A. BROWN
CITY ATTORNEY

JUL 07 2020 TELEPHONE
(716) 695-8590
FAX (716) 695-8592

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

June 30, 2020

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

Re: Boat House Transfer

Dear Honorable Body:

Recently my office has had a request to transfer a lease regarding boat house properties located on Lots 29 and 30 from Arthur Pappas to Andrew and Christopher Pappas. Pursuant to the current lease, transfer of the leases between family members requires Council approval and the payment of a transfer fee in the amount of \$950.00.

If the council finds it appropriate, please pass a resolution to approve the requested transfer. If you have any questions, please do not hesitate to contact me.

Sincerely,



Luke A. Brown, Esq.
City Attorney

Cc: Matthew L. Parish, City Clerk/Treasurer

RECEIVED
CITY CLERK'S OFFICE

2020 JUN 30 PM12:13
NORTH TONAWANDA NY

City of North Tonawanda

II.2

OFFICE OF THE CITY ATTORNEY
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120-5489

LUKE A. BROWN
CITY ATTORNEY

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

JUL 07 2020
TELEPHONE
(716) 695-8590
FAX (716) 695-8592

June 30, 2020

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

Re: Water Damage at 746 Castlebar Drive

Dear Honorable Body:

As you know, the owner of 746 Castlebar is requesting an additionally \$2,412.87 to repair the damage done to her basement. I have attached a copy of the subject quote for your review.

If the council finds it appropriate, please pass a resolution to approve the increased amount. If you have any questions, please do not hesitate to contact me.

Sincerely,



Luke A. Brown, Esq.
City Attorney

Cc: Matthew L. Parish, City Clerk/Treasurer

Enclosures

2020 JUN 30 PM 12:13
NORTH TONAWANDA NY
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CITY CLERK'S OFFICE

Bear Restorations

315 Northampton Street
Buffalo, NY 14213
Casey ;716-449-3226 | Bear: 716-289-3693
bearandcasey.restorations@gmail.com

CLIENT INFORMATION

Brenda Higgins
746 Castlebar Street
North Tonawanda, NY
14120
Brenda
Coolmom722@gmail.com

ESTIMATE NUMBER

2191265

DATE ISSUE

05/28/2020

SCOPE OF WORK

Bear Restorations is to perform the following work at 746 Castlebar Street North Tonawanda, NY 14120:

1. Remove existing VCT tile from floor
2. Install new vinyl flooring
3. Replace all ceiling tiles
4. Cut walls up to 2 feet and replace drywall
5. Replace 6 doors
6. Reinstall wainscot and chair rail

Description	Quantity	Unit	Unit Cost (US\$)	Amount (US\$)
1) Labor: Cutback/install chair rail	1	Lot	\$1,500.00	\$1,500.00
2) Labor: Floor Installation	1	Lot	\$1461.00	\$1,461.00
3) Labor: Demolition	1	Lot	\$300.00	\$300.00
4) Labor: Replacement of 6 doors	1	Lot	\$450.00	\$450.00
5) Materials Estimate: Note this is an estimation and the actual total may vary. Any variance will be brought to customer for approval in advance.	1	VARIABLES	\$3,000.00	\$3,000.00
TOTAL LABOR				\$3711.00
TOTAL MATERIALS				Apprx. \$3,000.00
SUBTOTAL:				\$6,711.00
SALES TAX:				\$739.00
TOTAL:				\$7,450.00

NOTE: This estimate is valid only 30 days from date of issue.

CUSTOMER

SIGNATURE

DATE

BEAR RESTORATIONS

SIGNATURE

DATE



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD
NORTH TONAWANDA, NEW YORK 14120
Phone: (716) 695-8560, ext. #6411
Cell: (716) 583-1518
E-mail: billdavignon@northtonawanda.org

V.
JUL 07 2020

William M. Davignon
Superintendent

June 26, 2020

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

Re: Renewal of Agreement with EnerScope

Honorable Mayor and Common Council Members:

Our annual agreement with EnerScope will expire as of June 30, 2020. Enerscope provides consulting services for the procurement of Natural Gas for the Wastewater & Water Treatment Plants.

The renewal fee for the July 1, 2020 – June 30, 2021 contract year will be \$3,600.00 (\$300.00 per month) inclusive for the Wastewater account. Continued inclusion of the Water Filtration Plant account for this contract will be an additional \$600.00 (\$50.00 per month). In addition, the annual fee for bidding will be \$750.00. Total annual cost of this contract will be \$4,950.00 which is the same as last year.

We have used Enerscope for many years and have realized significant savings in our Natural Gas costs. For example, we saved \$29,241 for the year starting Sept. 2018 and ending Aug. 2019.

I would appreciate your approval of the Enerscope 7/1/20 – 6/30/21 agreement at a total cost of \$4,950.00. This will be contingent upon City Attorney approval.

Thank you in advance for your time and consideration of my request.

Sincerely,

William M. Davignon
Superintendent of Wastewater & Water

RECEIVED
CITY CLERK'S OFFICE
2020 JUN 25 AM 10:48
NORTH TONAWANDA NY

ENGAGEMENT AGREEMENT

THIS AGREEMENT, DATED JUNE 14, 2020 IS BETWEEN NORTH TONAWANDA WASTE TREATMENT FACILITY, 830 RIVER ROAD, NORTH TONAWANDA, NEW YORK 14120 (CLIENT) AND EnerScope, A DIVISION OF LILCO, INC. [FLA.], 187 MILL LANDING, ROCHESTER, NEW YORK 14626 (CONTRACTOR).

PURPOSE OF ENGAGEMENT

THE CONTRACTOR IS AN EXPERT IN ENERGY RELATED MATTERS AND WISHES TO PROVIDE THE SERVICES LISTED BELOW TO THE CLIENT.

THE CLIENT DESIRES TO USE THE SERVICES OF THE CONTRACTOR TO PROVIDE ENERGY RELATED CONSULTING SERVICES AS OUTLINED BELOW.

SCOPE OF SERVICES

THE CONTRACTOR WILL PROVIDE THE FOLLOWING SERVICES DAILY, WEEKLY, MONTHLY AND SUCH OTHER TIME PERIODS AS REQUIRED:

- RECEIVE AND RECORD METER READINGS FROM THE CLIENT AS REQUESTED BY THE CONTRACTOR.
- TRANSCRIBE, POST, AND RECORD METER READINGS RECEIVED FROM THE CLIENT, TRACK CONSUMPTION BY ACCOUNT FOR THE PURPOSES OF ORDERING NATURAL GAS FOR THE CLIENT FROM SELECTED NATURAL GAS SUPPLIERS AS DESIGNATED BY THE CLIENT AND, WHERE REQUIRED, SUPPLY METER READINGS TO UTILITIES.
- ADJUST, AMEND, AND CORRECT, AS REQUIRED, ORDERS FOR NATURAL GAS FOR EACH ACCOUNT.
- COORDINATE ALL SHIPMENTS OF NATURAL GAS WITH DESIGNATED NATURAL GAS SUPPLIERS ON BEHALF OF THE CLIENT.
- REVIEW NECESSARY DOCUMENTATION AND CONFIRM ALL GAS SHIPMENTS AS REQUESTED BY THE CONTRACTOR FROM THE DESIGNATED NATURAL GAS SUPPLIER ON BEHALF OF THE CLIENT.
- RECEIVE COPIES OF ALL RELATED INVOICES FOR THE PURCHASE OF NATURAL GAS FROM DESIGNATED SUPPLIERS AND ALL TRANSPORTATION DATA AND INVOICES FROM THE LOCAL UTILITY DISTRIBUTION COMPANY.
- AUDIT ALL CHARGES TO THE CLIENT BY THE DESIGNATED NATURAL GAS SUPPLIER AND LOCAL UTILITY DISTRIBUTION COMPANY AND ARRANGE FOR ANY ADJUSTMENTS AS REQUIRED.
- PREPARE REPORTS FOR EACH CALENDAR MONTH OF THE BID PERIOD TO MEASURE COST SAVINGS FOR THE CLIENT.
- PREPARE SUCH OTHER REPORTS AND CORRESPONDENCES AS REQUESTED BY THE CLIENT.
- ADMINISTER ALL TERMS AND CONDITIONS OF BIDS AND CONTRACTS FOR NATURAL GAS PURCHASES THAT THE CLIENT HAS ENTERED INTO.

SCOPE OF SERVICES (CONT'D)

- ACT AS AGENT FOR THE CLIENT FOR THE PURPOSES OF MANAGING THE NATURAL GAS PURCHASES.
- INFORM THE CLIENT OF COMPLIANCE REQUIREMENTS WITH UTILITIES AND ASSIST THE CLIENT IN RESPONDING TO ANY AND ALL REQUESTS MADE BY UTILITIES AND NATURAL GAS SUPPLIERS OR REQUIRED BY THEM TO THE CLIENT FOR COMPLIANCE.
- ASSIST CLIENT IN PREPARATION OF ALL BUDGETS FOR UTILITIES AS REQUESTED BY THE CLIENT.
- ASSIST CLIENT PERSONNEL IN GAINING KNOWLEDGE OF UTILITY RELATED COSTS AND SERVICES AND PROGRAMS.
- PROVIDE PRELIMINARY COST SAVING ESTIMATES, OBJECTIVES AND PRELIMINARY ANALYSIS FOR ANY UTILITY RATE CASE INTERVENTION.
- PROVIDE ASSISTANCE FOR ADDITIONAL COST SAVING OPPORTUNITIES OFFERED BY DEREGULATION OPPORTUNITIES OF THE UTILITIES AND ASSIST IN NEGOTIATION OF SAME.
- PROVIDE ALL BIDDING ADMINISTRATION AS REQUIRED AND, FOR AN ANNUAL FEE PREPARE ALL NECESSARY DATA FOR A BID FOR THE 2020/2021 AND FORWARD FISCAL YEARS.
- OFFER AND ENTERTAIN SUCH OTHER SERVICES AS MAY BE BECOME AVAILABLE TO THE CLIENT TO ENHANCE COST REDUCTIONS IN UTILITY COSTS.

TERMS AND COSTS

THE AGREEMENT WILL BEGIN NO LATER THAN JULY 1, 2020 AND REMAIN IN FORCE THROUGH JUNE 30, 2021 OR EXPIRATION OF THE BID PERIOD, WHICHEVER IS LATER. CONTRACTOR AND CLIENT WILL MUTUALLY AGREE TO ANY EXTENSIONS AND THE FORM THERETO.

THE RENEWAL ANNUAL FEE WILL BE \$3,600.00 (\$300.00 PER MONTH) INCLUSIVE FOR THE WASTE TREATMENT FACILITY (1 ACCOUNT). THE RENEWAL ANNUAL FEE FOR THE WATER PLANT ON ARCHER STREET (1 ACCOUNT) WILL BE \$50 PER MONTH OR \$600.00 ANNUALLY. ARCHER'S FEE COVERS ERIE BOULEVARD ALSO.

IN ADDITION, THE ANNUAL FEE FOR BIDDING FOR THE 2020/2021 FISCAL YEAR WILL BE \$750.00.

ADDITIONAL SERVICES WILL BE PROVIDED AS REQUESTED AT A RATE OF \$85.00 PER HOUR FOR RECURRING TYPE SERVICES. ALL RATE CASE INTERVENTION, LOBBYING ASSISTANCE, WILL BE PROVIDED AT AN HOURLY RATE OF BETWEEN \$65.00 AND \$175.00 DEPENDING ON THE SERVICE. ALL ADDITIONAL SERVICES WILL REQUIRE REIMBURSEMENT FOR OUT-OF-POCKET COSTS AS INCURRED.

BY THEIR SIGNATURE BELOW, BOTH CLIENT AND CONTRACTOR AGREE TO THE TERMS AND CONDITIONS OUTLINED ABOVE.

FOR CONTRACTOR:

EnerScope
BY: GEORGE H. DALL JR

FOR CLIENT:

NORTH TONAWANDA WASTE & WATER
BY: _____

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

VII.
TELEPHONE: (716) 695-8545

FAX: (716) 695-8573

JUL 07 2020

7/1/2020

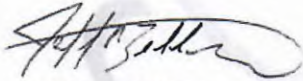
Honorable Arthur G. Pappas, Mayor
and Common Council
City Hall, 216 Payne Avenue
North Tonawanda, New York 14120

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 July 7, 2020, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



Jeffrey R Zellner
City Accountant

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

500 Wheatfield Street
North Tonawanda, NY 14120
Phone: (716) 695-8520
Fax: (716) 695-8533



June 30, 2020

The Honorable Mayor Pappas and Common Council
216 Payne Avenue
North Tonawanda, New York 14120

Dear Mayor Pappas and Common Council,

As part of the development of our Pinewoods Disc Golf Course, we will be placing tee box signage to designate the starting area of each hole, which will be located at each of the 18 tee box locations to be installed this summer. The signage will provide necessary information such as the distance and a location map of the basket (to guide players in the appropriate path and indicate out of bounce/non-permitted areas). Additionally they will serve as reminders to the players to "be courteous to other park users and to look before throwing".

WNY Disc Golf Club and Buffalolocal.com have agreed to sponsor the implementation of the signs which will save the City approximately \$900 in signage and design fees. These two organizations were approved by Erie County to sponsor the signage on their disc golf courses as did the City of Lockport. A rendering of the sign is attached for your review.

Once approved, signs will be made and attached to 4x4 posts as part of the tee box installation. I'm respectfully asking for your approval to move forward with the listed sponsorship on the signs. Thank you for your consideration.

Respectfully Submitted,

Alex Domaradzki
Director of Youth, Recreation, Parks & Seniors

2020 JUN 30 PM12:12
NORTH TONAWANDA NY

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18

Pine Woods Park Disc Golf Course

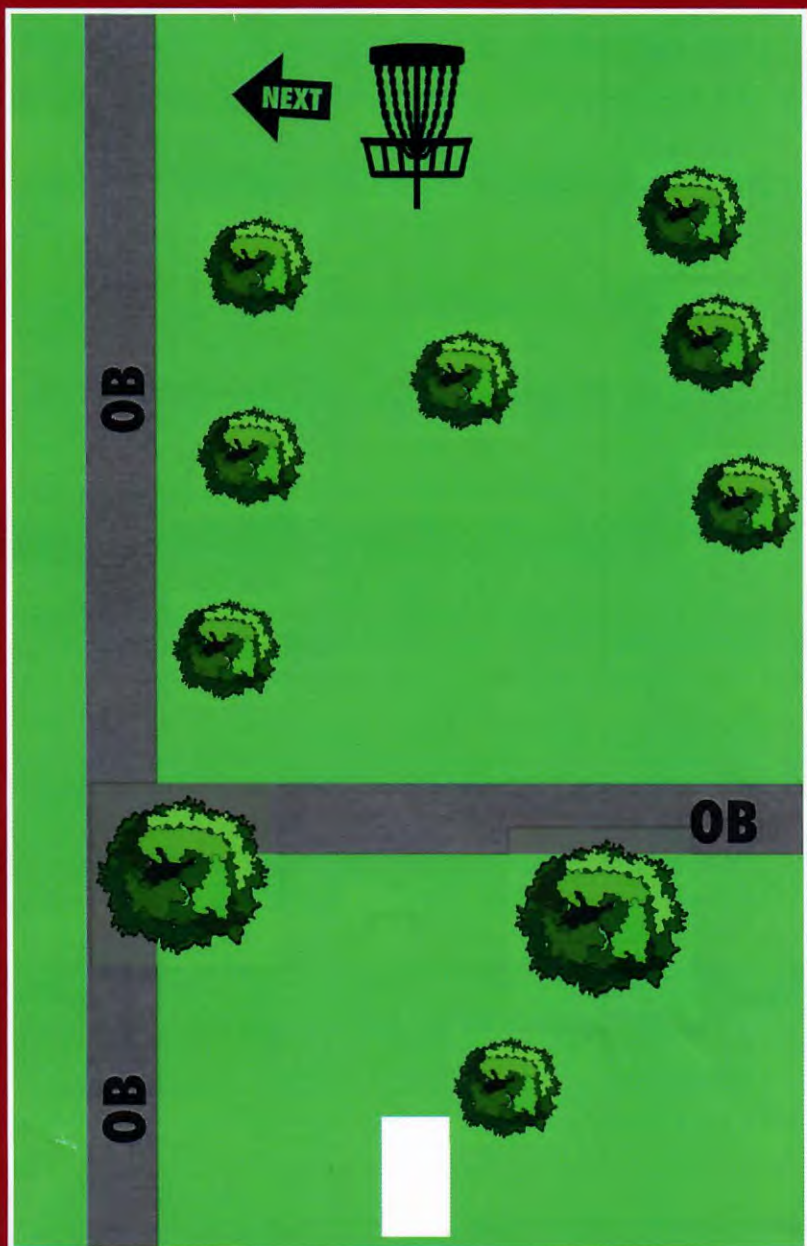
PAR 3 • 200'

**PLEASE BE COURTEOUS
TO OTHER PEOPLE AND
LOOK BEFORE THROWING.**

SPONSORED BY



BUFFALOCAL.COM



XVII.

June 15, 2020

Matthew L. Parish

City Clerk/Treasurer

216 Payne Avenue

North Tonawanda, NY 14120

JUL 07 2020

RECEIVED
CITY CLERK'S OFFICE

2020 JUN 17 AM 11:27
NORTH TONAWANDA NY

Traffic Safety Minutes:

The June 15, 2020 meeting of the North Tonawanda Traffic Safety Committee was called to order at 1800 hours via phone. Roll call showed the following members present: R. Frank, J. Sikora, M. Daigler, M. Meisenburg, M. Lemke, A. DiBernardo, M. Anastasi, D. Grinnell. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

1. Gary Shaffer of Wurlitzer Drive contacted Councilman Zadzilka in regards to speeding on his street. Traffic Officer Cress monitored Wurlitzer Drive on several occasions and reported that there was not a speeding problem and that the high speed during his time there was 35MPH. Cress will continue to monitor the street. The speed sign was also put there.
2. Richard Zylka of Wheatfield Street contacted the City Clerk's Office to report speeding on Wheatfield Street. Wheatfield Street was monitored and there are vehicles speeding. The speed sign will be placed there and the Traffic Officer will monitor the problem.
3. Member Lemke received calls reporting speeding on North Avenue and Witmer Road. Traffic Officer Cress was advised to check both streets. The speed sign will be placed in both spots.
4. James Mineweaser requested that the stop light at Nash Road and Meadow Drive be checked. Mineweaser states that coming from Erie Avenue to Nash Road the light doesn't trigger if you don't pull up far enough. Member Daigler will check the light and make sure it triggers properly.
5. The request to place a "Children at Play" sign on Remington Drive was denied. There are numerous children on most streets in North Tonawanda and putting the signs up on every road that has children defeats the purpose of the sign. Those signs have been designated for schools, daycares and playgrounds/parks.
6. The stop sign at Tremont Street and Whiting Avenue was removed at the request of Kaleida and the Mayor.
7. CSX has been notified of the railroad track problem at Niagara Falls Blvd. and Erie Avenue and will fix the problem in the near future.

Meeting Adjourned at 1945 hours

Travel safely,

Robert J. Frank

XXXV

JUL 07 2020

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	18	180.00
			Sub-Total:	\$180.00
A1603	Misc. Fees	Birth Certificates	18	180.00
		Death Certificates	96	960.00
		Deaths Recorded	12	0.00
		Genealogy Death	4	44.00
			Sub-Total:	\$1,184.00
A1980	Minor Sales	City Market	3	900.00
			Sub-Total:	\$900.00
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
		Planning - Rezoning	2	200.00
		Terrace Park. Permit	1	5.00
			Sub-Total:	\$255.00
A2410	Minor Sales	Boathouse 2020	6	6,125.00
			Sub-Total:	\$6,125.00
A2501	Permit Fees	Chicken Permits	3	75.00
		Food Truck	2	135.00
			Sub-Total:	\$210.00
A2505	Marriage License Fee	Marriage License Fee	8	140.00
			Sub-Total:	\$140.00
A2542	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	93	837.00
		Female, Unspayed	3	51.00
		Male, Neutered	98	882.00
		Male, Unneutered	7	119.00
			Sub-Total:	\$1,889.00
A2610	Minor Sales	Parking Tickets	17	1,440.00
			Sub-Total:	\$1,440.00
Total Local Shares Remitted:				\$12,323.00

Amount paid to: New York State Department of Health _____ 180.00
 Amount paid to: NYS Ag. & Markets for spay/neuter program _____ 221.00

Total State, County & Local Revenues: \$12,724.00

Total Non-Local Revenues: \$401.00

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.

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 CLERK'S OFFICE
 NORTH TONAWANDA NY
 2020 JUL 1 PM 1:17



 City Clerk-Treasurer

07/01/20

 Date