

THE HONORABLE BODY
Council Chambers
Municipal Building
North Tonawanda, New York 14120
Tuesday, January 3, 2023 – REORGANIZATIONAL MEETING
6:15 P.M.

REORGANIZATIONAL MEETING CALLED TO ORDER BY ALDERMAN PECORARO

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Alderman Schmigel, DiBernardo, Lavey, Loncar, Pecoraro

Absent: None

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

APPROVAL OF THE MINUTES OF THE LAST SESSION DECEMBER 20, 2022

MOVED by Alderman DiBernardo SECONDED by Alderman Schmigel
That the minutes of the last regular session held December 20, 2022 be approved as
circulated and filed in the Office of the City Clerk.
CARRIED.

#1
ADJOURNMENT

MOVED by Alderman Pecoraro SECONDED by Alderman DiBernardo
That this last session of 2022 be adjourned Sine Die.
CARRIED.

#2
DESIGNATION OF COMMON COUNCIL PRESIDENT

Alderman Pecoraro called for nominations for President of the Common Council.

Alderman Pecoraro placed the name of Alderman DiBernardo in nomination for President
of the Common Council, seconded by Alderman Schmigel

There being no further nominations, it was

MOVED by Alderman Pecoraro SECONDED by Alderman Schmigel
That Alderman DiBernardo is declared President of the Common Council for the year 2023
Ayes: Alderman, Schmigel, DiBernardo, Lavey, Loncar, Pecoraro (5)
Nays: None (0)
CARRIED.

#3
DESIGNATION OF COMMON COUNCIL MEETING NIGHTS

MOVED by Alderman Loncar SECONDED by Alderman Lavey
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

III.1 Clerk-Treasurer

December 29, 2022

**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 2023.

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 Pecoraro SECONDED by Alderman Loncar
That the Common Council hereby designates the following banks as depositories for the following funds or account groups for fiscal year 2023, 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
 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)

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

III.2 Clerk-Treasurer

December 29, 2022

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 2023, 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 Lavey **SECONDED** by Alderman Loncar
 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 2023

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

III.3 Clerk-Treasurer

December 29, 2022

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 2023.

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 Pecoraro SECONDED by Alderman Schmigel
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 2023.

Ayes: Alderman, Schmigel, Pecoraro, Lavey, Loncar, DiBernardo (5)

Nays: None (0)

CARRIED.

III.4 Clerk-Treasurer

December 29, 2022

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:

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

Respectfully,
Donna L. Braun
City Clerk-Treasurer

MOVED by Alderman Lavey

SECONDED by Alderman Loncar

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, Pecoraro, Lavey, Loncar, DiBernardo (5)

Nays: None (0)

CARRIED.

III.5 Clerk-Treasurer

December 29, 2022

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

MOVED by Alderman Schmigel

SECONDED by Alderman Pecoraro

That the Common Council hereby designates the *Niagara Gazette and The Buffalo News* as the official newspapers for the City of North Tonawanda for 2023.

Ayes: Alderman, Schmigel, Pecoraro, Lavey, Loncar, DiBernardo (5)

Nays: None (0)

CARRIED.

ADJOURNMENT

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

Time of adjournment: 6:23 P.M.

Respectfully submitted,

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