

COMMUNICATIONS FROM CITY OFFICIALS

I. Mayor

December 19, 2023

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

Re: Re-appointment to the North Tonawanda Planning Commission

Dear Honorable Body:

Please be advised that I am appointing Beverly Loxterman, 881 Sweeney St., North Tonawanda, NY 14120 to the North Tonawanda Planning Commission, effective January 1, 2024 for a term of seven (7) years, expiring December 31, 2030.

Thank you for your attention to this matter.

**Respectfully,
Austin Tylec
Mayor**

MOVED by Alderman Lavey

SECONDED by Alderman Marranta

That the Common Council hereby receives and files the re-appointment of Beverly Loxterman, 881 Sweeney St., to the Planning Commission for a term of seven (7) years, effective January 1, 2024 and expiring December 31, 2030.

Ayes: Alderman Schmigel, Marranta, Loncar, Lavey, DiBernardo

(5)

Nays: None

(0)

CARRIED.

III. Clerk-Treasurer

Date: February 20, 2024

To: Mayor/Common Council

From: Donna L. Braun - City Clerk/Treasurer

Subject: Standard Workday and Reporting Resolution – 2024

New Regulation 315.4 outlines additional reporting requirements for elected or appointed officials and more clearly defines the process for reporting time worked by those officials.

This regulation became effective August 12, 2009.

I offer the following resolution for your consideration:

BE IT RESOLVED, that the City of North Tonawanda hereby establishes the following as standard work days for elected and appointed officials and will report (see attached) the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these Officials to the Clerk of this body.

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

Dear Honorable Body:

The City bonded money in 2022 and will be investing additional funds in 2024 to complete a Capital Improvements Plan (CIP) for both our water distribution and sewer collection infrastructure. The purpose of the CIPs is inventorying all assets, performing condition assessments, analyzing the systems to determine its adequacy for meeting demands and constraints, and outlining and prioritizing all needed improvements in the water distribution and sewer collection systems over a 20-year planning period.

To complete the Water Distribution and Sewer Collection CIPs, the city intends to procure the services of a professional engineering firm. This firms' responsibilities will include all the tasks outlined above and described in their proposal attached.

A request for proposals was issued in October 2023 and the City received two proposals from professional firms. A review committee was convened with representation from City Engineering, Community Development, the Mayor's Office, the Department of Public Works, and Water Distribution to review the proposals and provide a recommendation to the Council.

Upon review, the committee is recommending the City select Hazen to perform the Water Distribution and Sewer Collection CIPs, Hazen is a local firm whose expertise is in water and wastewater engineering. The review committee felt the team assembled by Hazen demonstrated the experience, expertise, and capacity to complete this project for the City.

I am herby requesting this honorable body consider selecting Hazen to complete the Water Distribution and Sewer Collection CIPs and authorize the mayor to sign a contract with Hazen, pending review and approval by the City Attorney, for the proposed design fee of \$1,107,500. Additional grant funding will also be pursued in the coming year to supplement the project.

Please let me know if you have any further questions or concerns. Thank you for your consideration.

Very truly yours,
Chelsea L. Spahr, P.E.
City Engineer

MOVED by Alderman DiBernardo SECONDED by Alderman Loncar
That the Common Council hereby grants approval for Hazen to complete the Water Distribution and Sewer Collection CIPs and authorizes the mayor to sign said contract, for the proposed design fee of \$1,107,500.

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

Nays: None (0)

CARRIED.

VII. Accountant

February 13, 2024

**Honorable Austin J. Tylec, Mayor
and Common Council
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 February 20th, 2024 and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm regards,
 Jeffrey R. Zellner
 City Accountant

MOVED by Alderman Lavey **SECONDED** by Alderman Marranca
 That the Common Council hereby authorizes for payment the current Abstract of Claims for Common Council Audit dated February 20th, 2024 and further authorizes the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant:

01	General Fund	\$383,629.11
02	Water Fund	\$64,794.77
04	Sewer Fund	\$69,353.95
06	Capital Project Fund	\$302,800.80
07	Trust & Agency Fund	\$476.00
00	Final Total	<u>\$821,054.63</u>

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

XXV. Monthly Reports

.1 Senior Citizen Center .2 Clerk-Treasurer

MOVED by Alderman Marranca **SECONDED** by Alderman Schmigel
 That the Common Council hereby receives and files the aforementioned Monthly Reports.
 Ayes: Alderman Schmigel, Marranca, Loncar, Lavey, DiBernardo (5)
 Nays: None (0)
CARRIED.

XXVI. Semi-Annual Vacation & Sick Leave Reports

.1 Police Department

MOVED by Alderman Lavey **SECONDED** by Alderman Marranca
 That the Common Council hereby receives and files the aforementioned Semi-Annual Vacation & Sick Leave Report.
 Ayes: Alderman Schmigel, Marranca, Loncar, Lavey, DiBernardo (5)
 Nays: None (0)
CARRIED.

COMMUNICATIONS FROM OTHERS

A.
 Thomas Johnson

February 6, 2024

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

Re: The Ride for Roswell to End Cancer, June 22, 2024

I am writing to request City of North Tonawanda approval for The Ride for Roswell, scheduled for Saturday, June 22, 2024. Maps are attached. Online maps are at:

<https://ridewithgps.com/routes/41173979>

Roswell cyclists would ride south from Wheatfield to the City of Tonawanda via River Road and the Greenway Trail to Seymour Street Bridge and Niagara Street in the City of Tonawanda. We anticipate a maximum of 750 cyclists riding in smaller intermittent groups from approximately 9:00 am through 12:30 pm.

We are requesting approval to work with the City of North Tonawanda Police to plan traffic support, and to post and retrieve temporary route arrow signs along the road involved.

Thank you for your consideration and support!

Sincerely,
Thomas Johnston

MOVED by Alderman Loncar **SECONDED** by Alderman Lavey
That the Common Council hereby approves "The Ride for Roswell" going through the City of North Tonawanda on Saturday, June 22nd, and directs the North Tonawanda Police to provide assistance at critical traffic intersections on River Road, and the Seymour Street Bridge to the hand off to the City of Tonawanda Police.

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

Nays: None (0)

CARRIED.

B.
Sutherland Lodge #826

February 6, 2024

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

Re: Street Closure for Parade

Dear Common Council Members,

I am writing to you asking permission to receive a permit to hold a short parade for the 125th Anniversary of Sutherland Lodge #826 F&AM organization located in North Tonawanda. We have received confirmation that Mayor Austin J. Tylec will attend the event along with many dignitaries from our Grand Lodge of New York.

The request is for a Parade Permit for the lodge and its members on June 8th, 2024. The parade would begin at 12:00 pm, Abiding Savior Lutheran Church located 1534 Ruie Road, parking lot, walking down Ruie Rd., to finish at our facility located, 1400 Ruie Road. The total parade route is approximately 0.3 miles. We are asking for support to close the road for this short amount of time. This request comes from a very old tradition, which we would like to observe, that lodges would walk from their old lodge building to the new one for the dedication ceremony. At this event we will likewise be holding a rededication of our building. So, we ask in keeping with this special tradition.

We appreciate your consideration concerning this request. we are looking forward to celebrating with our community this special event. If you have any questions or need any additional information, please do not hesitate to contact us. We would also like to invite each one of you to attend if you are able.

Rev. Kanjin Cederman
WM Sutherland Lodge #826 F&AM

MOVED by Alderman Lavey **SECONDED** by Alderman Loncar
 That the Common Council hereby approves closing Ruie Road, June 8th, 2024 at 12:00 pm
 for Sutherland Lodge #826 to have a Parade to celebrate their 125th Anniversary Event,
 council directs the Police Department and DPW to provide assistant and barricades for
 said event.

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

Nays: None (0)

CARRIED.

AUDIENCE PARTICIPATION

Darlene Bolsover, 1336 Sweeney Street – Had questions to the Council regarding the Re-
 Assessment.

ADJOURNMENT

MOVED by Alderman Loncar **SECONDED** by Alderman Lavey
 That this regular session of the Common Council be and hereby is adjourned.

CARRIED.

Time of Adjournment: 6:47 P.M.

Executive Session – Potential Contract to Purchase Lighthouse Baptist Church

MOVED by Alderman Loncar **SECONDED** by Alderman Lavey
 To convene an Executive Session of the Common Council.

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

Nays: None (0)

CARRIED.

MOVED by Alderman Loncar **SECONDED** by Alderman Schmigel
 To go out of the Executive Session of the Common Council.

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

Nays: None (0)

CARRIED.

Time of Adjournment: 7:31 P.M.

Respectfully submitted,



Donna L. Braun
 City Clerk-Treasurer