

# City of North Tonawanda

DONNA L. BRAUN  
City Clerk-Treasurer  
dbraun@northtonawanda.org

Lori Swartz  
Assistant City Clerk

Denise Proefrock  
Assistant City Treasurer

OFFICE OF THE CITY CLERK - TREASURER  
VITAL STATISTICS  
CITY HALL  
216 PAYNE AVENUE  
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575  
Clerk's Office: (716) 695-8555  
Fax: (716) 695-8557

**January 28, 2022**

**The following meetings have been scheduled for TUESDAY, FEBRUARY 1, 2022:**

**6:15PM Common Council Discussion**

**6:30PM Common Council Meeting in the Common Council Chambers**

## **MAYOR TYLEC – STATE OF THE CITY ADDRESS**

**The Common Council will be going into an Executive Session to discuss the Wastewater Treatment Plant following the Council meeting**

**Respectfully submitted,**



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

**TO: Honorable Mayor & Common Council  
Alderman Schmigel, DiBernardo, Lavey, Loncar, Pecoraro**

**FROM: Donna L. Braun, City Clerk-Treasurer**

**RE: Agenda for Regular Session TUESDAY, FEBRUARY 1, 2022 6:30PM**

**AUDIENCE PARTICIPATION – Agenda items only, not to exceed 90 minutes with each speaker limited to a five-minute maximum.**

## **MAYOR TYLEC – STATE OF THE CITY ADDRESS**

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### **COMMUNICATIONS FROM CITY OFFICIALS**

**VII. Accountant - Re: Payment of the Abstract of Claims Dated February 1, 2022**

**XIV. Youth, Recreation, Parks  
And Seniors - Re: Approval of rental agreement with Lumber City Church for continued use of space for the Youth Center**

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

**XXVI. Annual Vacation & Sick Leave Reports**

**.1 Police Department    .2 Clerk-Treasurer    .3 Dept. Public Works**

## COMMUNICATIONS FROM OTHERS

A.  
David Stacey

- **Re: Approval for a leave of absence from the position of Water Works Mechanic to accept the position of Water Works Electrician**

**Respectfully submitted,**



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

**JEFFREY ZELLNER**  
CITY ACCOUNTANT

**JENNIFER CRESS**  
PAYROLL PERSONNEL SPECIALIST

**SHERI GAMP**  
JUNIOR ACCOUNTANT

# City of North Tonawanda

DEPARTMENT OF ACCOUNTING  
CITY HALL  
216 PAYNE AVENUE NORTH  
TONAWANDA, N.Y. 14120

TELEPHONE: (716) 695-8545

FAX: (716) 695-8573

VII  
FEB 01 2022

January 27<sup>th</sup>, 2022

Honorable Arthur G. Pappas, Mayor  
And Common Council Members  
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 1st, 2022, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,

  
**JEFFREY ZELLNER**  
CITY ACCOUNTANT

2022 JAN 27 AM 11:46  
NORTH TONAWANDA NY

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

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



[www.ntparksrec.com](http://www.ntparksrec.com)

January 26, 2022

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

Dear Mayor Tylec and Common Council,

I respectfully ask for approval for the Mayor to sign the Rental Agreement with Lumber City Church, upon review by the Attorney's office, for the continued use of space at the Hope Center (383 Vandervoort Street) which serves as the home to our Youth Center. The agreement is simply a renewal from the previous two year agreement which expired.

Respectfully Submitted,

Alex Domaradzki  
Director of Youth, Recreation, Parks & Seniors

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NORTH TONAWANDA NY

# RENTAL AGREEMENT

THIS RENTAL AGREEMENT, entered into the \_\_\_\_ day of January, 2022 between Lumber City Church, with its main office located at 383 Vandervoort St, North Tonawanda, New York, the OWNER ("Lumber City"), and City of North Tonawanda ("Tenant").

WHEREAS, the Lumber City and Tenant wishes to renew its mutual agreement whereby for various considerations, the Tenant shall be allowed to rent and use, subject to all of the following terms and conditions, certain portions of the premises known as the Lumber City HOPE Center located at 383 Vandervoort Street, North Tonawanda, New York (the "Building"). The parties agree as follows:

## I. TERM

Rental of the premises described herein shall continue from January 1, 2022 and shall terminate on September 30, 2024, unless terminated as provided in this agreement.

## II. DESCRIPTION OF PREMISES TO BE RENTED AND INTENDED USE

1. The premises to be rented under this Agreement is as follows: Lumber City HOPE Center. Tenant will keep rented areas clean.
  - A) The Tenant will have first priority for the Upper Level and Entry Level for all scheduling except for Sundays. This includes the following:
    - a. 2<sup>nd</sup> floor common area
    - b. Two 2<sup>nd</sup> floor classrooms (including 2 bathrooms and kitchenettes)
    - c. Gymnasium
    - d. Restrooms
    - e. Secure storage in Ladies Locker Room/Shower
    - f. Office outside men's locker room and
    - g. Check in space on entry level
  - B) The Tenant will have second priority for the Lower Level. This includes the following:
    - a. Lower Level Auditorium
    - b. Lower Level Annex
    - c. Lower Level Food Serving Area (Kitchen)
    - d. Lower Level Restrooms
2. The Tenant intends to use the premises for the City of North Tonawanda Youth Center.

## III. CONSIDERATION FOR USE OF PREMISES

1. RENT
  - A) Rent for the aforesaid premises shall be as follows  
\$800 monthly  
The Tenant agrees to pay to the Lumber City the total sum of \$800 monthly, payable after execution of lease agreement. Rent not paid within 30 days of the signed agreement shall constitute a default, entitling Lumber City to terminate under Section VI.1.
  - B) Rent shall be paid to Lumber City Church, 383 Vandervoort St, North Tonawanda, NY 14120.
  - C) Rental payments include all utilities, janitorial and maintenance.
2. SECURITY DEPOSIT
  - A) Upon signing an original Agreement, Tenant paid Lumber City \$800.00 to be held by the Lumber City as a security deposit.
  - B) The security deposit shall be returned to Tenant upon delivery of premises to Lumber City in broom clean condition, reasonable wear and tear expected.

**IV. LIMITATION AS TO USE AND SUBLETTING**

1. The premises to be used by Tenant shall be used solely for the purpose or purposes indicated in the above Intended Use clause and for the incidental purposes related thereto during the period of this Agreement.
2. Tenant shall make no additions, alterations or improvements to the premises without written permission from the Lumber City. Tenant shall reimburse the Lumber City for any damage excepting normal wear and tear, to the premises resulting from the use of the premises by Tenant, its customers, employees or agents.
3. Tenant may not assign or sublease the premises to anyone else without the written permission of the Lumber City's representative, which may be withheld for any reason.

**V. INDEMNIFICATION AND INSURANCE REQUIREMENTS TO BE PROVIDED BY TENANT**

Tenant shall provide satisfactory evidence to the Lumber City for Administrative Services of the existence of a public liability policy. See attached Certificate of Insurance for current coverage amounts. Further, the Tenant agrees to save the Lumber City harmless and to indemnify it from any liability for any damage resulting from the negligence or other actions of Tenant, its employees or agents.

The City of North Tonawanda must name the Lumber City Church as an additional insured.

**VI. TERMINATION OF AGREEMENT**

1. VIOLATION. In the event of the violation by Tenant of any clause of the Agreement, or condition contained herein, the Lumber City shall have the right at the Lumber City's election to:
  - A) Give three (3) days written notice to Tenant to correct any violations of the Agreement.
  - B) To declare Tenant in violation of this Agreement and to terminate this Agreement. As a result of such violation, Tenant shall then vacate the premises within sixty (60) days or as otherwise agreed between parties.
  - C) To institute any necessary legal proceedings to evict the Tenant based upon the termination of the Agreement Tenant's subsequent holding over and failure to vacate the premises.
  - D) To recover cost of repairs, brokers fees, reasonable attorney fees and court costs and disbursements incurred in any legal proceeding brought by the Lumber City to secure the removal of Tenant from the premises.
2. BALANCE OF RENT. If the Agreement is terminated, the balance of rent for the unexpired term shall be due and payable. The Lumber City may re-rent the premises at its sole discretion.
3. EARLY TERMINATION DUE TO CHANGE IN LUMBER CITY NEEDS. The Lumber City hereby reserves the right to cancel the Agreement upon ninety (90) days written notice to Tenant after a determination by the Lumber City administration that there has been some change that substantially affects the needs or requirements of the Lumber City or the community in which it is located. The Lumber City will have the sole responsibility as to what defines "substantially affects the needs or requirements of the Lumber City or the community" ("Early Termination").

**VII. NOTICE TO PARTIES**

Any notice mailed, addressed to Tenant at City Hall, 216 Payne Avenue, North Tonawanda, New York 14120, or delivered to Tenant, shall be notice hereunder by the Lumber City. Any notice mailed or delivered to the Lumber City Church at 1001 East Robinson Street, North Tonawanda, New York 14120, shall be notice hereunder by Tenant.

**VIII. IMPROVEMENTS, MAINTENANCE AND REPAIR**

1. Tenant shall be responsible for cleaning and maintaining the interior space of the premises it leases. Lumber City shall be responsible for maintenance to exterior portions of the Building as well as any common areas of interior space within the Building not otherwise leased by Tenant.
2. Tenant will be charged for the cost of all labor and materials for all items of repair and maintenance necessitated by the actions of Tenant, its agents, servants, or employees and which are determined by the Lumber City not to have been reasonable wear and tear.
3. Tenant shall be solely responsible for obtaining and maintain any licenses, approvals, or permits necessary to operate its business.

**IX. RIGHT OF ENTRY**

The Lumber City reserves the right to enter the rented premises at reasonable times during business hours or otherwise, in the event of an emergency, for inspection, or for any purposes connected with the Lumber City's rights and obligations under this Agreement. The Lumber City shall also have the right to show the premises to prospective tenant during the last three (3) months of the term of the Agreement.

**X. CONTENTS OF AGREEMENT**

This Agreement shall constitute the entire agreement between the parties and may not be changed, altered, or amended except by further written agreement of the parties.

IN WITNESS WHEREOF, the parties have executed this instrument and caused their corporate seals to be hereunto affixed as of the date mentioned.

CITY OF NORTH TONAWANDA

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Austin Tylec, Mayor

LUMBER CITY CHURCH

---

Chad Rieselmann, Lead Pastor



XVII.

January 24, 2022

FEB 01 2022

Donna Braun

City Clerk/Treasurer

216 Payne Avenue North Tonawanda, NY 14120

**Traffic Safety Minutes:**

The January 2022 meeting of the North Tonawanda Traffic Safety Committee was called to order at 1800 hours. Roll call showed the following members present: R. Frank, J. Sikora, M. Meisenburg, M. Lemke, D. Grinnell, A. Dibernardo, R. Brennan. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

- 1.) Councilman Dibernardo received a request for a stop sign at Bryant Street and Goundry Street. The committee reviewed this intersection to find that it is wide open with no visibility issues and very little traffic. There is a stop sign at each intersection east and west of Bryant Street. The committee denies this request and will have the traffic officer continue to monitor the intersection.
- 2.) Kathleen Marfione requested a stop sign at Wurlitzer Drive and Fairfax Avenue. The committee has reviewed this intersection numerous times in 2021 including specifically in January, August, and December. During the year the speed sign was placed on Wurlitzer Drive three times for a total of 51 days and will continue to be placed there in the future. The traffic officer monitors Wurlitzer Drive and the Fairmont/Fairfax/Abington intersections every month and does not believe a stop sign is warranted. The committee has monitored these intersections several times as well. There are stop signs within one tenth of a mile east and west of Fairfax Avenue. Placing a stop sign at this intersection would make it so that there would be 3 stop signs within two tenths of a mile. There was a traffic study completed by an engineer in the past that stated there did not need to be a stop sign at Fairfax. This is also a T-intersection not a 4-way stop. This intersection will continue to be monitored by the traffic officer.
- 3.) Member Grinnell received a request to check on a barber shop sign at Forbes Street and Niagara Falls Blvd. which could be an obstruction. The committee checked on the sign and found that if you stop at the white stop line it is not an obstruction.
- 4.) Joann Brooks of 376 Tremont Street had a complaint about her neighbor at 364 Tremont Street parking on the terrace. The owner of 364 Tremont (Adam Fenske) had a prior terrace parking permit but did not renew it this year. Member Frank spoke to a resident there, Robert Yanacek, who stated that he would advise Fenske and go to city hall to renew the permit. The committee advises in favor of the permit due to the property not having a driveway or access to an alleyway.
- 5.) Councilman Loncar received a request for the stoplight to be taken down at Payne Avenue and Christiana Street and be replaced with stop signs on Christiana Street. This would be

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a two way stop leaving Payne Avenue to follow freely. Taking down this stop light would save the city approximately \$2,000-\$3,000 yearly as well as any maintenance costs as the light is from 1963. The stop light was to help with traffic flow from Grant School which is no longer there. The committee will look at this intersection over the next month and decide on a decision at the February meeting.

6.) Councilman Loncar had a request that "30 MPH" signs be put up on Ward Road between the Oliver Street and Ruie Road. Member Meisenburg checked on this and found that there are already seven "30 MPH" signs in this area on Ward Road. This is a heavily traveled road and is always monitored for speeding. The traffic officer has been advised to continue to monitor Ward Road for speeding. Loncar was advised that we will be placing the speed sign on Ward Road once the weather breaks.

7.) Kevin Anson is a bus driver for the North Tonawanda Schools. Anson contacted member Sikora and stated that the fenced in lot where the buses are located has one of its entrances/exits closed off which causes a traffic problem. Member Sikora contacted the NT Schools Superintendent, Greg Woytila, and advised him of the situation. The lot is on private property and the problem appears to be an internal issue. The committee is going to let the NT Schools take care of the issue unless they contact the committee for assistance.

8.) Member Brennan received a request for "No Parking" signs at the southeast corner of Oliver Street and 9th Avenue due to vehicles parking too close to the intersection and parking over the cross walk. The committee looked at the southeast corner of Oliver/9th and found that vehicles are parking too close to the intersection. This is making it difficult for vehicles making a righthand turn onto Oliver Street as there is not enough room to make a safe turn. Member Meisenburg will place a "No Parking Here to Corner" sign approximately one car length from the corner to help vehicles with the turn. This one spot will still leave enough room for parking in front of the business. This sign was placed per DOT Law.

9.) Member Brennan received a request from Donald Wittcop regarding Matt's Music. Wittcop is concerned about the crosswalk in front of Matt's Music. Wittcop requests a blinking light and a sign across Oliver Street in the direct line of sight. Wittcop also requested to have Auxiliary Police assist with the crossing Monday -Friday 4:00pm-8:00pm and on Saturdays 12:00-8:00. The committee has looked at this several times over the last three years and has worked with the owner of Matt's Music. The committee has placed extra "No Parking" signs, "Crosswalk" signs in line with streetlights, and a painted crosswalk. A sign was also placed in the middle of the street which has been taken down after it was struck multiple times.

Committee Member Meisenburg checked into the request for a stop and/or blinking light which would cost \$80,000-\$100,000. The Auxiliary Police are for assisting with special events and are not used for private businesses. The committee has recommended in the past that the "No Parking" signs be changed to "No Parking or Standing" signs, which would give a clear line of site to cross the street. The owners of Matt's Music would like to keep the signs at "No Parking" so that parents have a closer spot to the building to drop off their kids. The committee has also recommended that Matt's Music make their pickup/drop off zone on 15<sup>th</sup> Avenue so that they are not on

Oliver Street, which is allot busier of a street. There is currently enough room to park four cars on 15<sup>th</sup> Avenue and the walk time from 15<sup>th</sup> Avenue compared to Oliver Street is approximately 15-20 seconds. There is also an entrance to the building on 15<sup>th</sup> Avenue. This would be the safest spot for pickups and drop-offs.

Meeting Adjourned at 1915 hours

Travel safely, Robert J. Frank

11/11/22

FEB 01 2022

CITY OF NORTH TONAWANDA, NEW YORK  
 CONSOLIDATED SICK REPORT, VACATION DAY, AND PERSONAL DAY SCHEDULE  
 DEPARTMENT OF POLICE  
 PERIOD COVERED: JULY 1 - DECEMBER 31, 2021

NAME	BALANCE FWD.	EARNED	USED	REMAINING	VACATION DAYS			PERSONAL LEAVE DAYS			REMAINING
					AVAIL.	USED	REMAINING	AVAIL.	USED	REMAINING	
T. BAKULA	134.875	7.5	4.375	138	14	14	0	5	5	0	
G. BENJAMIN	48.375	7.5	2	53.875	19	19	0	2	2	0	
R. BOHNSTADT	198.375	7.5	0.375	205.5	22	22	0	3.5	3.5	0	
L. BOLSOVER	196.625	7.5	0.5	203.625	25	25	0	0	0	0	(1 day/C19)
R. BRADT	9.75	7.5	2	15.25	10	10	0	5	5	0	(43 days-207c) (5 days/C19)
M. BROCKLEHURST	31.25	7.5	3	35.75	6	6	0	1	1	0	
F. BURKHART	54.5	7.5	0	62	6	6	0	3	3	0	
T. BUSH	244.875	7.5	0	252.375	23	23	0	5	5	0	
J. CAKE	89.875	7.5	2	95.375	21	21	0	1	1	0	
S. CAMPAS	20.875	7.5	4	24.375	7	7	0	3	3	0	(6 days/C19)
R. CINQUINO	196.625	7.5	4	200.125	13	13	0	1	1	0	
A. COSENTINO	76	7.5	7	76.5	12	12	0	5	5	0	
J. CRESS	172.25	7.5	0	179.75	25	25	0	5	5	0	
M. DAY	104.75	7.5	0	112.25	17	17	0	5	5	0	
A. DICKINSON	0	7.5	2	5.5	0	0	0	5	5	0	(10 days/C19)
R. DZIURA	98.125	7.5	4.125	101.5	7	7	0	1	1	0	
S. ENDRES	244.625	7.5	0	252.125	20	20	0	4	4	0	
D. FLORES	33.25	7.5	10	30.75	4	4	0	3	3	0	
R. FOLLENDORF	81.125	7.5	1.5	87.125	10	10	0	5	5	0	
R. FRANK	185.25	7.5	0	192.75	17	17	0	5	5	0	
K. GLASS	140.25	7.5	1	146.75	19	19	0	5	5	0	
E. HERBERT	90	7.5	1	96.5	10	10	0	5	5	0	(3 days/C19)
T. HUEY	152.125	7.5	0	159.625	N/A	N/A	N/A	N/A	N/A	N/A	(123 days-207c)
J. HUSSEY	34	7.5	0	41.5	10	10	0	4	4	0	
N. IWANICKI	135.875	7.5	1	142.375	20	20	0	4	4	0	(2 days-C19)

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CITY OF NORTH TONAWANDA NEW YORK  
 CONSOLIDATED SICK REPORT, VACATION DAY, AND PERSONAL DAY SCHEDULE  
 DEPARTMENT OF POLICE  
 PERIOD COVERED: JULY 1 - DECEMBER 31, 2021

NAME	BALANCE FWD.	EARNED	USED	REMAINING	VACATION DAYS			PERSONAL LEAVE DAYS		
					AVAIL.	USED	REMAINING	AVAIL.	USED	REMAINING
B. JANZEN	18	7.5	0	25.5	10	10	0	4	4	0
J. KAM	80	7.5	0	87.5	9	9	0	5	5	0
B. LATHROP	11.5	7.5	1	18	10	10	0	5	5	0
M. LONCAR	74.25	7.5	1	80.75	14	14	0	3	3	0
Y. MALMAS	18.5	7.5	0	26	0	0	0	5	5	0
C. MAMOT	147.75	7.5	0	155.25	17	17	0	3	3	0
K. MANG	42.125	7.5	5	44.625	25	25	0	4	4	0
J. MUEHLBAUER	204.875	7.5	0	212.375	13	13	0	4	4	0
H. OTABACHIAN	61.75	7.5	22	47.25	15	15	0	3	3	0
M. PARISH	11.5	7.5	8.5	10.5	10	10	0	5	5	0
B. PASIAK	179.125	7.5	2	184.625	17	17	0	4	4	0
M. ROBERTS	187.625	7.5	0	195.125	21	21	0	4	4	0
R. ROGERS	68.5	7.5	7	69	11	11	0	0	0	0
M. SANTIAGO	5.5	7.5	2	11	10	10	0	4	4	0
J. SHIESLEY	142.625	7.5	0	150.125	24	24	0	3	3	0
J. SMITH	154.75	7.5	1.375	160.875	20	20	0	3	3	0
J. SNOBKOWSKI	170.5	7.5	0	178	25	25	0	4	4	0

(6 days/C19)  
 (6 days/C19)

CITY OF NORTH TONAWANDA NEW YORK  
 CONSOLIDATED SICK REPORT, VACATION DAY, AND PERSONAL DAY SCHEDULE  
 DEPARTMENT OF POLICE  
 PERIOD COVERED: JULY 1 - DECEMBER 31, 2021

NAME	SICK DAYS			VACATION DAYS			PERSONAL LEAVE DAYS			
	BALANCE FWD.	EARNED	USED	REMAINING	AVAIL.	USED	REMAINING	AVAIL.	USED	REMAINING
J. SWICK	55.5	7.5	0	63	10	10	0	1	1	0
J. TOMASZEWSKI	44.5	7.5	0	52	10	10	0	4	4	0
D. TRUTY	163.5	7.5	1.875	169.125	18	18	0	2	2	0
B. WARREN	11.5	7.5	1	18	10	10	0	5	5	0
K. WHITEHEAD	21.625	7.5	2	27.125	10	10	0	2	2	0
D. WILCZEK	82.25	7.5	0	89.75	15	15	0	4	4	0
R. WYDYSH	168.375	7.5	0	175.875	17	17	0	2	2	0
M. ZEIDAN	12.75	7.5	2	18.25	10	10	0	5	5	0
<b>CHIEF</b>										
T. KRANTZ	259	6	1	264	23	23	0	N/A	N/A	N/A
<b>OFFICE AND SUPPORT PERSONNEL</b>										
G. LEWIS	188	9	14	183	25	25	0	4	4	0
S. DEMONTE	93.75	6	0	99.75	9.5	9.5	0	3	3	0
M. SMOLINSKI	4	6	0	10	5	5	0	4	4	0
A. BERG	75.75	6	0	81.75	15	15	0	2	2	0

(1 day/C-19)

(6 days/C-19)

Treasurer's Office  
Sick, Vacation, Personal & Birthday Schedule

XXVI 2

January 1, 2021 thru December 31, 2021

FEB 01 2022

**Sick Days**

Employee	Forward	2021	Sub Total	Used	Bank	Balance
Denise Proefrock	160	12	172	1	0	171
Jolynn Muehlbauer	0	7	7	1	0	6
Lori Swartz	141	12	153	0	0	153
Denise Abramo	84	12	96	1	0	95
Michele Ackerman	123	12	135	0	0	135
Amanda Walkowiak	10	12	22	17	0	5

**Vacation Days**

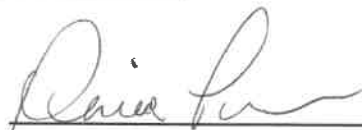
Employee	Forward	2021	Sub Total	Used	Forfeit	Balance
Denise Proefrock	6	25	31	21	0	10
Jolynn Muehlbauer	0	5	5	0	0	5
Lori Swartz	3	20	23	22	0	1
Denise Abramo	0	20	20	13.5	0	6.5
Michele Ackerman	8	20	28	24	0	4
Amanda Walkowiak	10	11	21	19	0	2

**Personal & Birthdays**

Employee	Annual	Used	Forfeit	Balance
Denise Proefrock	5	5	0	0
Jolynn Muehlbauer	4	4	0	0
Lori Swartz	5	5	0	0
Denise Abramo	5	5	0	0
Michele Ackerman	5	5	0	0
Amanda Walkowiak	5	5	0	0

2022 JAN 24 AM 10:14  
NORTH TONAWANDA NY

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Assistant City Clerk-Treasurer  
Denise Proefrock

**Department of Public Works**  
**CITY OF NORTH TONAWANDA, NEW YORK**

XXVI, 3

**FEB 01 2022**

758 ERIE AVENUE  
NORTH TONAWANDA, N. Y. 14120

PHONE: 695-8585  
FAX: 695-8587

January 25, 2022

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


Re: 2021 Annual Sick Leave and Vacation Report

Dear Honorable Body:

Attached please find a copy of the Department of Public Works' annual sick days, vacation days, and personal days leave report for your information.

If you have any questions please contact me at your earliest convenience.

Very truly yours,



Mark A. Zellner  
Superintendent of Public Works

MAZ/slc  
Attachment

RECEIVED  
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2022 JAN 26 AM 9:57  
NORTH TONAWANDA NY



**CITY OF NORTH TONAWANDA DEPARTMENT OF PUBLIC WORKS  
 CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY & BIRTHDAY SCHEDULE  
 PERIOD COVERED 1/1/2021 THRU 12/31/2021**

\* Denotes Employee Retired in 2021

\*\* Denotes Employee Resigned/Transferred

#	FULL TIME EMPLOYEES NAME	SICK DAYS			SICK NO PAY OR AWOL	SICK DAYS REMAINING	VACATION DAYS			BIRTHDAY & PERSONAL DAYS			
		BAL FORWARD	EARNED	CONVERTED			USED	EARNED	USED	REMAINING	EARNED	USED	REMAINING
1	ADAMS, M. C.	81	12	0	1	0	92	15	15	0	5	5	0
2	AIELLO, J	74	12	0	0	0	86	20	20	0	1	1	0
3	AIELLO, L	1	12	0	12	0	1	15	13	2	5	5	0
4	BAIR, J	13	12	0	9	0	16	15	15	0	5	5	0
5	BARTEL, A	23	12	5	0	0	40	11	11	0	5	5	0
6	BRAUER, M	25	12	5	11	0	31	11	11	0	5	5	0
7	BROCHEY, W. N.*	16	1	0	11	0	6	25	0	25	5	0	5
8	BROWN, R*	126	9	0	17	0	118	25	0	25	5	1	4
9	CASSEL, W	13	12	0	11	0	14	25	25	0	5	5	0
10	CRELOT, C	15	12	0	3	0	24	11	11	0	5	5	0
11	CZAJA, S	38.5	12	1	1	0	50.5	15	15	0	5	5	0
12	DAIGLER, M*	88.75	7	7	0	0	102.75	25	25	0	5	5	0
13	DEMONTE, N	3	12	0	14	0	1	15	15	0	5	5	0
14	DIBERNARDO, A	51	12	0	14	0	49	25	23	2	5	4	1
15	DIERMAYER, J	149	12	0	4.5	0	156.5	25	25	0	5	5	0
16	DLUGOKINSKI, M	39	12	0	3	0	48	15	14.5	0.5	5	5	0
17	DONOVAN, P	31.5	12	0	5.5	0	38	15	15	0	5	5	0
18	DRISKEL, C	48	12	0	2	0	58	15	12	3	5	5	0
19	DRISKEL, J**	8	0	0	0	0	8	11	0	11	5	4	1
20	FIALA, P	6	12	0	8	0	10	11	11	0	5	4.5	0.5
21	FERRY, J	0	5	0	0	0	5	0	0	0	4	4	0
22	FINGERLOW D, JR	1	6	0	5	2	2	20	20	0	4	4	0
23	FITZGIBBONS, R	71	12	0	16	0	67	15	13.5	1.5	5	5	0
24	GAUDA, M	19	12	0	12	0	19	15	13.5	1.5	5	5	0
25	GIARDINO, R	1	12	0	12	0	1	25	25	0	5	5	0
26	GIBSON, T	5	12	5	15	0	7	20	20	0	5	5	0
27	GREHLINGER, R	90.5	12	0	4	0	98.5	20	20	0	5	5	0
28	GREHLINGER, R. III	22.5	12	0	4.5	0	30	11	11	0	5	5	0
29	GROSSKOPF, D	40	12	0	7	0	45	15	15	0	5	5	0
30	GROSSKOPF, S	17	12	0	2	0	27	11	11	0	5	5	0
31	GUSHUE, S	42	12	0	0	0	54	11	11	0	5	5	0
32	HEIDRICH, R	69	12	0	9	0	72	25	25	0	5	5	0
33	HOEFERT III, K	15.5	12	0	7.5	0	20	11	11	0	5	5	0
34	HOWARD, R	40	12	0	6.5	0	45.5	15	15	0	5	5	0
35	KARRE, B	4	12	0	14	0	2	11	11	0	5	5	0
36	KARRE, G*	95	1	5	1	0	100	25	0	25	5	0	5
37	KARRE, M	39.5	12	0	32	0	19.5	15	15	0	5	5	0
38	KEIDEL, R	17.5	12	0	12.5	0	17	15	13.5	1.5	5	5	0
39	KELEHER, C	26	12	0	9	0	29	11	11	0	5	4	1
40	KINDRON	0	10	0	2	0	8	0	0	0	5	5	0
41	KNAPP, A	17	12	0	0	0	29	11	11	0	5	5	0

**CITY OF NORTH TONAWANDA DEPARTMENT OF PUBLIC WORKS  
CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY & BIRTHDAY SCHEDULE  
PERIOD COVERED 1/1/2021 THRU 12/31/2021**

\* Denotes Employee Retired in 2021

\*\* Denotes Employee Resigned/Transferred

#	FULL TIME EMPLOYEES NAME	SICK DAYS			SICK NO PAY OR AWOL			SICK DAYS			VACATION DAYS			BIRTHDAY & PERSONAL DAYS		
		BAL FORWARD	EARNED	CONVERTED	USED	OR AWOL	REMAINING	EARNED	USED	REMAINING	EARNED	USED	REMAINING	EARNED	USED	REMAINING
42	LARSON, L	18.5	12	0	14	0	16.5	15	15	0	5	5	0			
43	LEHMAN, M**	24	0	0	0	0	24	0	0	0	0	0	0			
44	LYNCH, S	62.5	12	5	7	0	72.5	25	25	0	5	5	0			
45	MANGOLD, K*	51	1	8	0	0	60	25	0	25	5	1	4			
46	MAROTTA, S	29	12	0	0	0	41	15	15	0	5	5	0			
47	MAZIARZ, C	115	12	5	6	0	126	25	25	0	5	5	0			
48	MCDONOUGH, J	0	8	0	4	0	4	0	0	0	4	4	0			
49	MCGINNIS, C	31	12	0	8	0	35	15	15	0	5	5	0			
50	MEISENBURG, M	42.25	12	0	1.5	0	52.75	15	15	0	5	5	0			
51	MEISTER, E	3	12	0	11	0	4	20	20	0	5	5	0			
52	MILEK, M	89	12	0	3	0	98	15	15	0	5	5	0			
53	PAINTER, K	17	12	0	6	0	23	11	11	0	5	5	0			
54	REXFORD, R	34	12	0	6	0	40	15	13.5	1.5	5	5	0			
55	PIETRICONE, Z	0	11	0	3	0	8	0	0	0	5	5	0			
56	RICH, J	2	12	0	11	0	3	25	25	0	5	5	0			
57	RICHAU, J	36	12	0	4	0	44	11	11	0	5	5	0			
58	ROZICKI, R	8.5	12	0	8	0	12.5	25	22.5	2.5	5	5	0			
59	RUSSELL, K	6	12	0	12	0	6	11	11	0	5	5	0			
60	SAVIO, V	17.5	12	5	10.5	0	24	15	15	0	5	4.5	0.5			
61	SCALISE, SP.	0	9	0	5	0	4	0	0	0	5	5	0			
62	SCALISE, ST.	20	12	0	8	0	24	20	19	1	5	5	0			
63	SCOZZAFAVA, J. M. III	0	2	0	0	0	2	0	0	0	4	1.5	2.5			
64	SHELBY, T	20	12	0	5	0	27	11	11	0	5	5	0			
65	SHEMENDERA, A	6	12	0	13	0.5	5	15	15	0	5	4	1			
66	SMITH, B	53.5	12	0	3	0	62.5	25	25	0	5	5	0			
67	SOMERVILLE, C	32	12	5	10	0	39	11	11	0	5	5	0			
68	STANTON, G	35	12	0	0	0	47	25	25	0	5	5	0			
69	STEFANSKI, R	129	12	0	2	0	139	25	25	0	5	5	0			
70	STEFANSKI, S	27	12	0	14	0	25	15	15	0	5	5	0			
71	STEVENS, J	3	12	0	1	0	14	11	11	0	5	5	0			
72	THUMAN, J	39	12	0	9	0	42	15	15	0	5	4	1			
73	TOMASINO, J	38.5	12	0	5.5	0	45	15	15	0	5	5	0			
74	TOMASIC, JAMES	36	12	0	3	0	45	11	11	0	5	5	0			
75	TOMASIC, JOHN	45	12	0	0	0	57	11	11	0	5	5	0			
76	URBAN, J	133	12	0	0	0	145	20	20	0	1	1	0			
77	WASIELEWSKI, K	18	12	0	3	0	27	15	15	0	5	5	0			
78	WINSPEAR, W	0	10	0	3	0	7	0	0	0	5	5	0			
79	WITKOP, D	71	12	0	4	0	79	20	19	1	5	5	0			
80	ZELLNER, JEFF	20	12	0	1	0	31	11	11	0	5	5	0			
81	ZELLNER, JON	51	12	0	1	0	62	15	15	0	5	5	0			
82	ZELLNER, M	57	12	0	0	0	69	30	30	0	1	1	0			

CFO - A.

63 Hagen Avenue  
North Tonawanda, NY 14120

FEB 01 2022

January 24, 2022

Honorable Mayor Tylec & Common Council Members,

Upon your approval on February 1st 2022, I will be accepting a promotion to the position of Water Works Electrician starting February 2<sup>nd</sup> 2022. Therefore, I am requesting a leave of absence from my position as Water Works Mechanic as of February 2<sup>nd</sup> 2022 until such time that my probationary period has expire and I have become a permanent appointment as the Water Works electrician.

Thank you for your time and consideration of my request.

Respectfully Yours,



David M. Stacey

2022 JAN 25 PM2:35  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE