

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

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

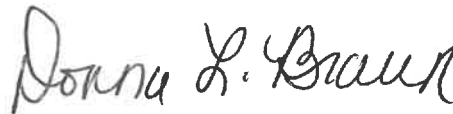
May 15, 2025

The following meetings have been scheduled for TUESDAY, MAY 20, 2025

6:15PM Common Council Meeting Discussion

6:30 PM Common Council Meeting

Respectfully submitted,

A handwritten signature in black ink that reads "Donna L. Braun". The signature is written in a cursive style with a large, stylized 'D' and 'B'.

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

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

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, MAY 20, 2025, 6:30PM

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

PROOF OF PUBLICATION PUBLISHED 04/29/2025

- 1.) Legal Notice – Request for Proposals for the Erie Canal Bike Path Extension – City Engineer**
- 2.) Legal Notice – Request for Proposals for the North Tonawanda City-Wide Zoning Code Update – Dir. Community Development**

PROOF OF PUBLICATION PUBLISHED 05/1/2025

- 1.) Legal Notice – Completion of the 2025 Tentative Assessment Roll – City Assessor**

COMMUNICATIONS FROM CITY OFFICIALS

I. Mayor

Re: Approval of the Shared Services Agreement between the City of North Tonawanda and the North Tonawanda School District

II. Attorney

Re: Approval of the proposed renewal of the License Agreement between Imagine Community Gardens, Inc. and the City of North Tonawanda

III. Clerk-Treasurer

Re: Approval of the New York State Archives updates, for the City to maintain our Records

IV. Engineer

**Re: Approval of the Oliver Street Walkability
and Green Infrastructure Improvements
Project No. 2024-01 SEQRA –
Environmental Assessment**

VII. Accountant

**Re: Payment of the Abstract of Claims Dated
May 20, 2025**

XVII. Traffic Safety Committee

**Re: Various Traffic Safety Recommendations
from their April meeting**

XXV. Monthly Reports

1. Senior Citizen Center

2. Clerk-Treasurer

COMMUNICATIONS FROM OTHERS

A.

Richard Andres Jr.

**Re: Permission to hold the 4th of July Kids
Parade**

B.

Sweeney Hose Co.

**Re: Permission to add Philip J. Hoage to the
North Tonawanda Volunteer Fire Rolls**

Respectfully submitted,

A handwritten signature in black ink that reads "Donna L. Braun". The signature is written in a cursive, flowing style.

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

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

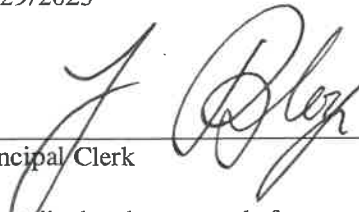
MAY 20 2025

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 347734
was printed and published in said paper on the following dates:

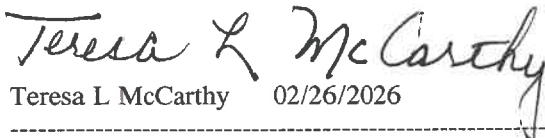
04/29/2025



Principal Clerk

Subscribed and sworn to before me this

4.29.25



Teresa L. McCarthy 02/26/2026

Notary Public

Expiration Date



2025 MAY 8 PM 12:38
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

LEGAL NOTICE
CITY OF NORTH TONAWANDA, NEW YORK
ENGINEERING DEPARTMENT

NOTICE TO BIDDERS

SEALED PROPOSALS for the **ERIE CANAL BIKE PATH EXTENSION** as called for by the Contract, in accordance with plans and specifications thereof, will be received by the City Clerk/Treasurer of the City of North Tonawanda, New York, until 11:00 AM, Prevailing Time, **TUESDAY, MAY 20, 2025** at which time they will be publicly opened.

A copy of the Contract Documents is on file at Construction Exchange of Buffalo and Western New York
2660 William Street, Cheektowaga, NY 14227.

This project will construct a paved, off-road bike and pedestrian trail between Mayor's Park and the Botanical Gardens in the City of North Tonawanda. Construction of the trail will require modifications to Sweeney Street to remove excess pavement, installation of a timber pedestrian bridge, pedestrian signals, and drainage modifications. The trail will be complete with ADA compliant curb ramps, signage and pavement markings meeting current standards. Add Alternatives for RRFB installation and landscaping amenities may be awarded based on available funding.

Copies of the above-mentioned documents may be viewed and ordered through the following website on or after **TUESDAY, April 29, 2025**: www.avalonplanroom.com in the Public Bid Section. If you do not have Internet access or have questions on ordering from the site, please contact Avalon Document Services at (716) 995-7777. Drawings and specifications can be picked up at Avalon at 40 La Riviere Dr. Buffalo, NY 14202, upon a non-refundable payment made to Avalon. Payment can be made by credit card or by a check made payable to Avalon Document Services.

Each proposal must be accompanied by cash, a certified check payable to the City of North Tonawanda, or bid bond, having as surety thereon a surety company acceptable to the City Attorney, in an amount not less than five percent (5%) of the amount of the base bid, conditioned that, if his proposal is accepted, he will enter into a contract for the same, and that he will execute any such further security as may be required for the faithful performance of the contract.

All bids shall be submitted to the City Clerk/Treasurer's office in a sealed envelope addressed to the City of North Tonawanda and shall be plainly marked on the outside with the Contractor's name and title of the bid. Bids for contracts shall be designated as, **PIN 5764.74, PROJECT NO. 2020-04, ERIE CANAL BIKE PATH EXTENSION.**

The Construction of this project will be done in strict accordance with the State of New York Department of Transportation policies, procedures and specifications entitled Standard Specifications, Construction and Materials adopted January 1, 2025 and addenda issued through the date of advertising. The General Provisions of Contract, Contract Forms of Proposal, Agreement, Bonds, General Construction Specifications, Materials of Construction that are contained in the specifications will be adhered to in all respects.

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract.

The minimum wage rates to be paid to laborers and mechanics engaged in the construction of this project shall be the latest wage rates established by the State Industrial Commissioner and Federal Government.

The Owner reserves the right to reject any or all bids for failure to comply with the requirements of the Contract Documents but may, at its discretion, waive any informalities or irregularities.

The Owner further reserves the right to reject any or all bids or to award a contract which, in its judgment, is in the best interest of the Owner.

No bidder may withdraw his bid within sixty (60) days after the opening thereof, but may withdraw same at any time prior to the opening thereof. Bidder must sign the statement of non-collusion in accordance with Chapter 751 of the Laws of the State of New York.

Donna Braun
City Clerk/Treasurer
City of North Tonawanda

N#347734

4/29/2025

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

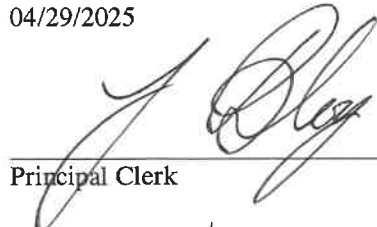
MAY 20 2025

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 347787
was printed and published in said paper on the following dates:

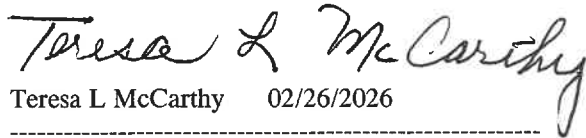
04/29/2025



Principal Clerk

Subscribed and sworn to before me this

7.29.25



Teresa L McCarthy 02/26/2026

Notary Public

Expiration Date

2025 MAY 8 PM 12:38
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE



117 Bids

117 Bids

B5

Legal Notice
City of North Tonawanda
City Wide Zoning Code Update
Request for Proposals

Proposals will be received by the City of North Tonawanda at the Community Development Office, 500 Wheatfield Street, North Tonawanda, NY 14120, until Tuesday, May 27th at 4:00pm (EST) from qualified firms located and authorized to do business in the State of New York, to provide assistance in the City of North Tonawanda's City Wide Zoning Code Update. Funding for this update has been provided by the New York State Department of State Environmental Protection Fund Smart Growth Program.

The Request for Proposals (RFP) shall be available in the following formats: hard copy (paper) and electronic email (Adobe Acrobat *.PDF format) upon request by contacting Laura Wilson at (716) 695-8580 or email to: LWilson@lumbercitydc.com

Each proposal shall contain the full name and address of each person or company submitting the proposal. Proposals shall be delivered NO LATER THAN May 27th, 2025:

Laura K. Wilson
Director of Community Development
500 Wheatfield Street
North Tonawanda, NY 14120
LWilson@lumbercitydc.com

All questions shall be submitted in writing by May 7th, 2025 and shall be mailed or emailed to: Laura Wilson, Director of Community Development, 500 Wheatfield Street North Tonawanda, NY 14120 or via email to: LWilson@lumbercitydc.com. Answers to questions received will be posted on the City of North Tonawanda website (www.northtonawanda.org) by May 8th, 2025.

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of North Tonawanda reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

N#347787

4/29/2025

117 Bids

MAY 20 2025

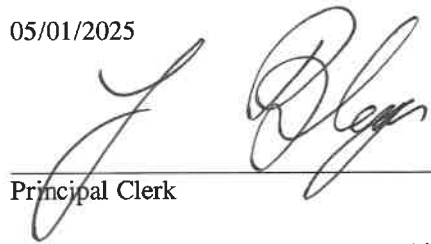
STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 347545
was printed and published in said paper on the following dates:

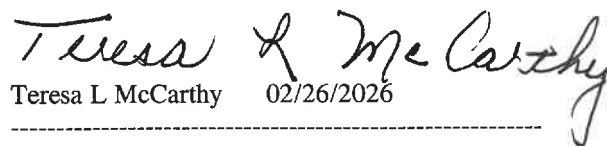
05/01/2025



Principal Clerk

Subscribed and sworn to before me this

5-1-25



Teresa L. McCarthy

02/26/2026

Notary Public

Expiration Date

TERESA L. MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

RECEIVED
CITY CLERK'S OFFICE
2025 MAY 5 AM 10:29
NORTH TONAWANDA NY

LEGAL NOTICE
COMPLETION OF
2025 TENTATIVE ASSESSMENT ROLL

Notice is hereby given that the Tentative Assessment Roll for the City of North Tonawanda, Niagara County, State of New York has been completed and verified pursuant to Section 506 of the Real Property Tax Law. The Tentative Assessment Roll is on file in the Office of the City Assessor; The City webpage: northtonawanda.org, Niagara County Real Property Tax Services website: www.niagara-county.com/realproperty/ also at the North Tonawanda Public Library; where it is open for public inspection as provided by law. The Review forms and the RP-524 Grievance Forms to challenge your tentative assessment will be available in the Assessor's office, the North Tonawanda Library and our website. The Board of Assessment Review is a separate entity. The Assessor attends only to answer questions that may arise. The Board of Assessment Review will meet on Tuesday May 27, 2025 at City Hall, 216 Payne Avenue, North Tonawanda, NY from 5:30 P.M. to 9:30 P.M. The Board will hear and examine all verified written Review forms with the RP-524 application and will mail a decision in a timely fashion. If you are not attending the Board of Assessment Review Meeting; please submit your paperwork to the Assessor's Office by 5:00 PM on May 27, 2025 or attend the Meeting.

Barbara W. Klenke
City Assessor
City of North Tonawanda
N#347545

5/1/2025

CITY OF NORTH TONAWANDA



AUSTIN J. TYLEC

MAY 20 2025

April 30, 2025

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

Re: Submission of Shared Service Agreement Between the City of North Tonawanda and the North Tonawanda School District

Dear Honorable Body,

Please find enclosed for your review and approval the Shared Service Agreement between the City of North Tonawanda and the North Tonawanda School District. This agreement establishes a framework for the City to provide emergency underground water and sewer repair services—along with associated backfilling, paving, and patching work—on behalf of the School District.

This cooperative initiative promotes fiscal responsibility and operational efficiency by utilizing existing City expertise, personnel, and equipment. By reducing reliance on private contractors, the School District can benefit from faster response times and lower costs, while the City retains control over work conducted within its infrastructure. The agreement also ensures full reimbursement to the City for all associated labor, materials, and equipment use.

This is a practical, mutually beneficial arrangement that aligns with New York State's emphasis on shared services to enhance public sector efficiency. We believe this partnership supports both cost savings and improved service delivery for the benefit of our entire community.

Thank you for your time and consideration of this cost-effective and forward-thinking collaboration.

Respectfully,

A handwritten signature in black ink, reading "Austin Tylec".

Austin Tylec
Mayor

RECEIVED
CITY CLERK'S OFFICE

2025 APR 30 PM 1:02
NORTH TONAWANDA NY

SHARED SERVICE AGREEMENT

THE CITY OF NORTH TONAWANDA AND THE NORTH TONAWANDA SCHOOL DISTRICT

This Shared Service Agreement ("Agreement") is entered into as of [DATE], by and between the **City of North Tonawanda ("City")**, a municipal corporation located in the County of Niagara, State of New York, and the **North Tonawanda School District ("School District")**, a public school district organized and existing under the laws of the State of New York.

WHEREAS, the School District currently contracts with private companies for underground water, sewer, and sanitary emergency repairs, which can result in delays, increased costs, and oversight by the City; and

WHEREAS, the City Water Distribution Department possesses the expertise, equipment, and personnel necessary to provide such services efficiently; and

WHEREAS, both parties recognize the benefits of cooperation and shared services in order to improve efficiency, reduce costs, and provide timely emergency repairs; and

WHEREAS, the City Department of Public Works (DPW) has the capability to assist with backfilling, paving, and patching of repair sites; and

WHEREAS, both parties are authorized under New York State law to enter into shared service agreements to enhance public services and operational efficiencies.

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth herein, the City and the School District agree as follows:

1. Scope of Services

1.1 The City Water Distribution Department may, at its discretion and subject to availability, provide assistance to the School District for emergency underground water, sewer, and sanitary repairs.

1.2 The City Department of Public Works may, at its discretion and subject to availability, assist with backfilling, paving, and patching of repair sites.

1.3 The City shall not be obligated to perform services under this Agreement if such services would interfere with the City's primary responsibilities or other pressing municipal needs.

1.4 Any non-emergency repairs or planned maintenance requests shall be reviewed and approved by the City before any work begins. 1.5 The School District shall provide the City with timely notification of any repair needs and cooperate fully to facilitate efficient service delivery.

2. Cost and Payment

2.1 The School District agrees to reimburse the City for all costs incurred, including but not limited to labor, materials, equipment usage, and administrative expenses. 2.2 The City shall provide an itemized invoice to the School District detailing the time, materials, and costs associated with each service provided. 2.3 Payment shall be made by the School District to the City within thirty (30) days of receipt of the invoice. 2.4 The City reserves the right to adjust service rates annually based on labor, material, and equipment cost fluctuations.

3. Liability and Indemnification

3.1 The School District agrees to indemnify, defend, and hold harmless the City, its officers, employees, agents, and representatives from and against any and all claims, damages, liabilities, losses, costs, and expenses (including reasonable attorney fees) arising from the City's performance of services under this Agreement, except where such claims arise from the gross negligence or willful misconduct of the City. 3.2 The City agrees to indemnify, defend, and hold harmless the School District, its officers, employees, agents, and representatives from and against any and all claims, damages, liabilities, losses, costs, and expenses (including reasonable attorney fees) arising from the City's gross negligence or willful misconduct in providing services under this Agreement. 3.3 Both parties shall maintain adequate insurance coverage, including general liability and workers' compensation insurance, as required by New York State law. 3.4 Each party shall promptly notify the other of any claims, actions, or proceedings arising from activities conducted under this Agreement.

4. Term and Termination

4.1 This Agreement shall commence on [START DATE] and remain in effect for a period of [TERM LENGTH, e.g., one year] unless terminated earlier by either party. 4.2 Either party may terminate this Agreement upon thirty (30) days' written notice to the other party. 4.3 In the event of termination, the School District shall be responsible for paying any outstanding invoices for services rendered prior to termination. 4.4 The City and School District may review and amend this Agreement annually to address any operational changes or financial considerations.

5. Reporting and Oversight

5.1 Both parties shall designate a point of contact to oversee the implementation of this Agreement and facilitate communication. 5.2 The City shall maintain records of all services performed under this Agreement and provide periodic reports to the School District upon request. 5.3 The School District shall keep records of service requests and any necessary permits related to repairs.

6. Miscellaneous

6.1 This Agreement constitutes the entire understanding between the parties and supersedes any prior agreements, whether written or oral. 6.2 No modification or amendment of this Agreement shall be valid unless in writing and signed by both parties. 6.3 This Agreement shall be governed by and construed in accordance with the laws of the State of New York. 6.4 If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect. 6.5 This Agreement shall not be assigned by either party without the prior written consent of the other party. 6.6 Any disputes arising under this Agreement shall first be addressed through negotiation between the designated points of contact. If resolution cannot be reached, the matter may be referred to mediation or legal proceedings as necessary.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

CITY OF NORTH TONAWANDA

By: _____

Austin Tylec

Mayor

NORTH TONAWANDA SCHOOL DISTRICT

By: _____

Dr. Jeffrey Jachlewski

Superintendent

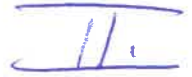
City of North Tonawanda

EDWARD A. ZEBULSKE, III
CITY ATTORNEY

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

MATTHEW T. MOSHER
ASSISTANT CITY ATTORNEY

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



TELEPHONE
(716) 695-8590
FAX (716) 695-8592

MAY 20 2025

May 15, 2025

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

RE: Proposed Renewal of the License Agreement between Imagine Community Gardens, Inc. and City of North Tonawanda for Development of Vacant Land for Use by the General Public

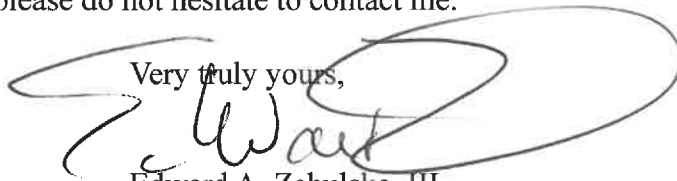
Dear Honorable Body:

Attached is a proposed renewal of the License Agreement between Imagine Community Gardens, Inc., 7071 Transit Road, Amherst, NY 14051, and the City of North Tonawanda, to facilitate the development and use of vacant land by the general public as a community garden. The location of the garden is 228 Sommer Street, North Tonawanda, NY, and the term of the Lease Agreement is five (5) years, from June 1, 2025, until May 31, 2030,

Should your Honorable Body concur, please pass a resolution to permit the execution of the Lease Agreement by the Mayor, subject to any further review by the City Attorney.

If you have any questions, please do not hesitate to contact me.

Very truly yours,



Edward A. Zebulske, III
City Attorney

EAZ/lk
Att.

RECEIVED
CITY CLERK'S OFFICE

2025 MAY 15 AM 11:57
NORTH TONAWANDA NY

LICENSE AGREEMENT

THIS AGREEMENT, made this 20th day of May, 2025, by and between the **CITY OF NORTH TONAWANDA, NEW YORK**, a municipal corporation organized under the laws of the State Of New York with an office at 216 Payne Avenue, North Tonawanda, New York 14120 (hereinafter “**City**”) and the **IMAGINE COMMUNITY GARDENS, INC.** a New York Not-for-Profit Charitable Corporation with an office at 7071 Transit Road, Amherst, NY 14051 (hereinafter “**ICG**”).

WITNESSETH:

WHEREAS, the City is currently the owner of certain vacant land located at 228 Sommer Street, North Tonawanda, New York 14120 as depicted in the **Exhibit “A”** attached hereto and made a part hereof, and

WHEREAS, the ICG wishes to use said vacant land and make improvements for a community garden for use by the general public.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **LICENSE.** City hereby grants and conveys to ICG the right, permission, privilege and authority to install and maintain a community garden at 228 Summer Street, North Tonawanda, New York 14120 together with the right of ingress and egress to and over the above described premises, as well as the right of ICG to do all other acts and things requisite or necessary to fulfill the purpose of a community garden. This license is conditioned upon the City’s receipt and approval of a description of the work to be done. The license granted involves the property described in the attached maps incorporated herein as **Schedule “A”**. City covenants to ICG that: (1) it is the owner of the above described land and it has full right and authority to grant the license described herein; (2) ICG may quietly enjoy the premises for the purpose herein stated; and (3) the City will not create or permit any obstruction of any kind or character that will interfere with the use for the purpose stated herein.

2. **TERM.** That the term of this Agreement shall be for a term of five (5) years effective June 1, 2025 and ending May 31, 2030. This Agreement may be terminated by the CITY upon six (6) months’ written notice to ICG at the address of its duly authorized representative to receive said notice. This representative’s name, address and phone number will be available to the City Clerk, and any changes in same will be provided upon request and also as said change occurs.

3. **RENT.** The rental for this period shall be paid in-kind by the ICG with the improvements made over the course of the term of this Agreement.

4. **IMPROVEMENTS/REPAIRS.** The ICG agrees to supply the City all material necessary to connect to the public water main including but not limited to copper pipe, backflow preventer, shut off valves and fittings. The City agrees to provide the necessary labor to cut the

road, if necessary, and dig up the land to install and connect water service to 228 Sommer Street, North Tonawanda, New York 14120. ICG shall plant and water all vegetables and install trellises, benches, fencing, and signs. In the event that the City exercises its option to terminate the License the ICG shall be permitted to remove all improvements that are removable and to restore the land to the condition in which it received the land. The ICG further agrees to be responsible for any maintenance and upkeep required for any equipment which it may install or erect upon the premises. The City will provide City water at no cost, however, the City, in its absolute discretion, may charge for water consumption at any time, upon 5 days notice, at any point during the term of this Agreement.

5. MECHANIC'S LIENS. ICG shall keep the Property free and discharged of mechanic's and materialmen's liens and encumbrances affecting the licensed interest created hereby which are the results of ICG's acts or omissions. The breach of this covenant by operation of law or for any other reason, even if affecting only a portion of the Property, if not promptly cured, will entitle City, at its option, to terminate and cancel the License.

ICG agrees, within thirty (30) days after the filing thereof (or such shorter period as may be required in order to protect City's interest in the property) to discharge (either by payment or by filing the necessary bond or otherwise) any mechanic's, materialmen's or other lien against the Property and/or City's interest herein, which liens may arise out of any payment due for, or purported to be due for any labor, services, materials, supplies or equipment alleged to have been furnished to or for the ICG in, upon or about the Property. Any period of time shorter than thirty (30) days after the filing of the lien must be a reasonable request by the City.

6. INSURANCE. ICG agrees to carry all necessary insurance that may be required by the City and to name the City as additional insured and hold the City harmless from any and all claims arising out of the operation of the community garden. The following insurances are required at a minimum. The ICG agrees, at its own expense, to provide during the duration of this agreement, the following insurances:

- A. General Liability Insurance for bodily injury and death, with the City, its agents, officers and employees, as additional named insureds with limits of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate.
- B. Certificates of the required insurance shall be submitted to the City Attorney's Office for review and approval at least sixty (60) days prior to the start of the event.

7. INDEMNIFICATION. The ICG agrees to defend and indemnify the City, its officers, agents and employees, and shall hold them harmless from any and all risks of every kind, nature and description resulting from or arising out of the work and/or service performed by the ICG, or its subcontractor, under this contract; provided, however, that the ICG shall not be required to indemnify the City with respect to such risks to the extent caused by the negligence or intentional misconduct of the City or the City's contractors, over whom the ICG has no authority or control.

The ICG by agreeing to defend the City as set forth above, agrees that if the City receives a claim, complaint, or is sued under this contract pertaining to their work, acts or services; then

this ICG agrees to pay all attorney fees and expenses of attorney, that shall be the choice of the City.

8. ADMINISTRATION. The City representative for administration of this Agreement shall be the City Mayor. The ICG representative for the purpose of this Agreement shall be Robert Zima.

IN WITNESS WHEREOF, the parties have signed this Agreement as evidence of their agreement to its terms.

CITY OF NORTH TONAWANDA

IMAGINE COMMUNITY GARDENS

By: _____
Austin Tylec, Mayor

By: _____
Robert Zima

APPROVED AS TO FORM:
CITY ATTORNEY

By: _____
Resolution #

STATE OF NEW YORK)
COUNTY OF NIAGARA) SS.:

On the ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared Mayor Austin Tylec, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF NIAGARA) SS.:

On the ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared Robert Zima, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

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

MAY 20 2025

May 12, 2025

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

Re: Records Management

Dear Honorable Body:

The retention schedule we follow in the city, to maintain our Records, is set forth by the New York State Archives. In 2022 the New York State Archives made updates to their standards. A resolution is required to be passed by the Common Council each time this is updated.

Space is limited in our storage space, we are planning a purge event in June, we will need to pass this resolution on the New York State Archives updates.

Please consider passing this resolution.

Sincerely,



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

**RECEIVED
CITY CLERK'S OFFICE**

**2025 MAY 14 AM 10:52
NORTH TONAWANDA NY**



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org

Chelsea L. Spahr, P.E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

IV

MAY 20 2025

May 9, 2025

Honorable Austin J. Tylec, Mayor
and Common Council Members
City Hall
North Tonawanda, New York 14120

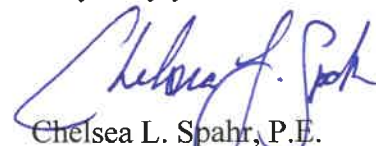
RE: Oliver Street Walkability and Green Infrastructure Improvements
Project No. 2024-01
SEQRA - Environnemental Assessment

Honorable Body:

In accordance with the New York State Environmental Quality Review Act (SEQRA), the City has prepared an environmental assessment of the significance of potential environmental impacts of the proposed project to implement walkability and green infrastructure improvements along Oliver Street between Sweeney and Thompson Streets. This project is considered a Type II Action under SEQRA.

The Common Council should act on the following attached resolution to indicate that the project is a Type II Action under SEQRA.

Very truly yours,


Chelsea L. Spahr, P.E.
City Engineer

CLS:cls
Attachment

Cc: File, w/a
Edward Zebulske III, City Attorney, w/a
Laura Wilson, Director of Community Development, w/a
John Urban, Superintendent of Public Works, w/a
Doug McCord, LaBella, w/a

RECEIVED
CITY CLERK'S OFFICE

2025 MAY 9 AM 11:43
NORTH TONAWANDA NY

WHEREAS, the City of North Tonawanda (Applicant) proposes the implementation of walkability and green infrastructure improvements along Oliver Street from Sweeney Street to Thompson Street; and

WHEREAS, in accordance with the New York State Environmental Quality Review regulations (SEQR), the City of North Tonawanda City Council conducted an environmental review of the proposed Oliver Street Walkability Improvements Project; and

WHEREAS, the City of North Tonawanda City Council has determined that the proposed action is a Type II Action as defined under SEQR and has prepared a Short Environmental Assessment Form.

NOW THEREFORE BE IT RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) regulations, the City of North Tonawanda has reviewed the Short Environmental Assessment Form (SEAF) Part 1 and Supplemental Information prepared by JM Davidson Engineering, DPC for the Downtown Revitalization Initiative Oliver Street Walkability & Implementation of Smart Growth Project (“Oliver Street Walkability Project”) and determined that the project meets the criteria of 6 NYCRR Parts 617.5(c)(3) “retrofit of an existing structure and its appurtenant areas to incorporate green infrastructure” and 617.5(c)(2) “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such an action meets or exceeds the thresholds in Section 617.4 of this Part”, thus meeting the requirements of a Type II Action and needing no further review under SEQR.

Attachment 1
SEAF Part 1 and
Supplemental Information

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

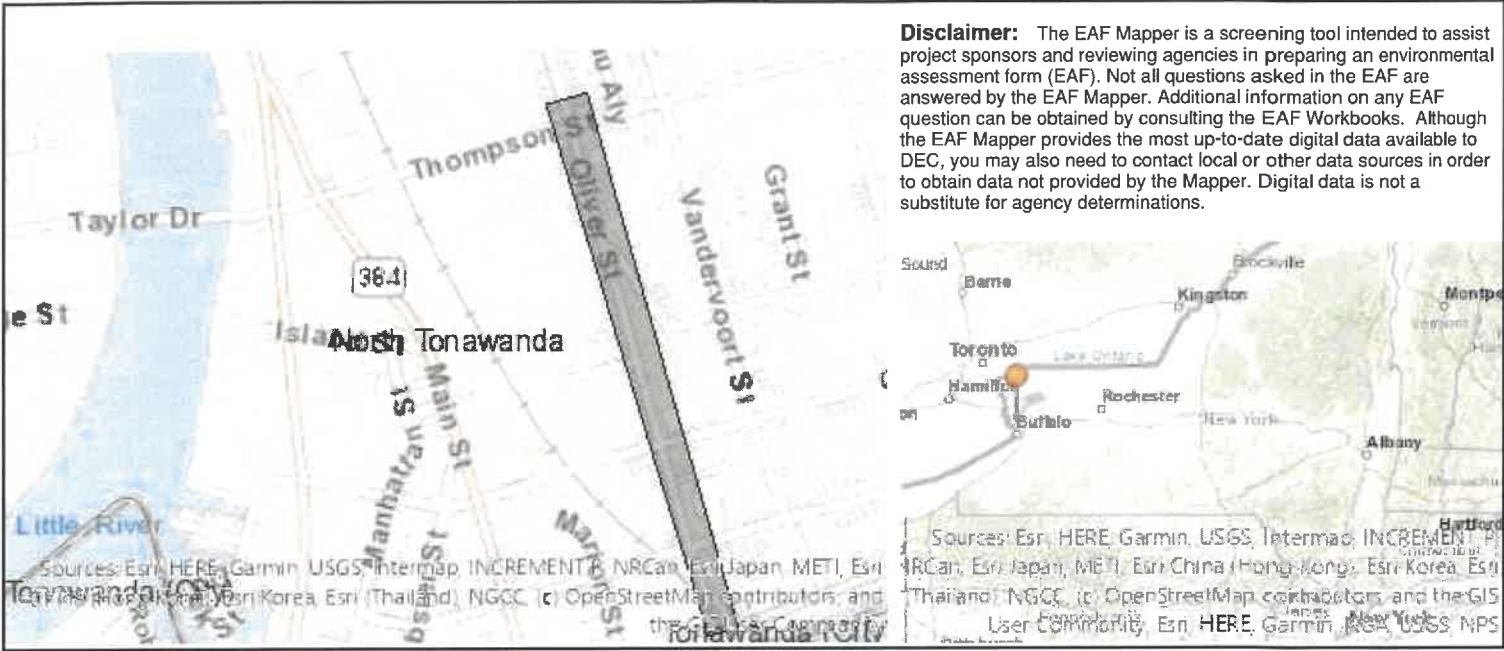
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Oliver Street Walkability & Implementation of Smart Growth 2.0 Downtown Revitalization Initiative			
Project Location (describe, and attach a location map): City of North Tonawanda, Niagara County, New York			
Brief Description of Proposed Action: The City of North Tonawanda is continuing the Brownfield Opportunity Area Master Plan and the Downtown Revitalization Initiative to incorporate green infrastructure practices in downtown spaces. The project involves restoration efforts along Oliver Street from Sweeney Street to Thompson Street. Proposed improvements include: sidewalk improvements, conversion of impervious areas to green spaces, curb bump outs for tree plantings and bioretention areas as well as pedestrian safety, planting trees, installation of structural soils and stormwater planters, extending an existing storm drain line and separation of a portion of combined sewer at the northern end of the project area, lighting improvements, and accessory improvements including benches, bus shelters, and decorative pavements.			
Name of Applicant or Sponsor: City of North Tonawanda - Austin J. Tylec, Mayor		Telephone: (716) 695-8540 E-Mail: atylec@northtonawanda.org	
Address: 216 Payne Avenue			
City/PO: North Tonawanda		State: New York	Zip Code: 14120
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Downtown Revitalization Initiative (DRI) Grant and Green Resilience Grant (GRG), NYSDEC GP 0-25-001, SHPA Compliance			NO <input type="checkbox"/> YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		3.4 acres	
b. Total acreage to be physically disturbed?		3.4 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		> 10 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input checked="" type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies:			
The project does not include construction or rehabilitation of any buildings; therefore, is exempt from the state energy code requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____			
The project has no need to connect to any water supply.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____			
This project will separate storm and sanitary sewers and reduce the amount of runoff being treated by the wastewater treatment plant. Modifications to the existing sanitary sewer system will be made to cap/bulkhead existing storm drain connections. No other modifications to the sanitary system are proposed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
See Supplemental Information.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?			
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
Adjacent to Erie Canal, no direct impact. The old "Town Ditch" is shown on the ERM as a Class C stream crossing the project area. The Town Ditch is not an actual stream, but an abandoned tunnel. There will be no direct impacts to wetlands or waterways. See Supplemental Information for more details.			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
See Supplemental Information.		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
Oliver St is east of the Remington Rand Building that was part of a Brownfield Cleanup Program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Douglas C. McCord</u> Date: <u>5/8/2025</u>		
Signature: <u>Douglas C. McCord</u> Title: <u>Project Manager</u>		



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

Oliver Street DRI Project SEQRA SEAF Supplemental Information

Project Background

The Downtown Revitalization Initiative (DRI) Oliver Street Walkability & Implementation of Smart Growth Project ("Oliver Street DRI Project") has been deemed a Type II Action under SEQRA by the City of North Tonawanda, the lead agency. The project meets the criteria of 6 NYCRR Part 617.5(c)(3) "retrofit of an existing structure and its appurtenant areas to incorporate green infrastructure." The associated project scope includes modifications to the existing Oliver Street corridor to implement green infrastructure practices and perform improvements to the cityscape for pedestrians. The pedestrian improvements meet the criteria of 6 NYCRR Part 617.5(c)(2) "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in Section 17.4 of this Part."

More specifically, the Oliver Street DRI Project includes: sidewalk improvements, conversion of impervious areas to green spaces, curb bump outs for tree plantings and bioretention areas that will also improve pedestrian safety, tree plantings, installation of structural soils and stormwater planters, extending an existing storm drain line, and separation of a portion of combined sewer at the northern end of the project area, lighting improvements, and accessory improvements including benches, bus shelters, and decorative pavements.

This document provides additional information related to the environmental review questions for the Oliver Street DRI Short Environmental Assessment Form (SEAF). Questions that were not able to be answered fully in the form are further discussed here to demonstrate that a thorough assessment of the environmental resources found within the project area and the potential impacts on these resources was conducted.

As a Type II Action, this project will not have a negative impact on the environment. No further review under SEQRA is required.

Short EAF Corresponding Questions & Information

The following subheadings correspond to the question number on the SEAF. Not all the questions from the SEAF require further information. Those questions or resources that were assessed more in depth are expanded below.

Question 2- Permit, Approvals, and Funding Sources

Table 1	
Anticipated Permits/Approvals/Coordination/Funding	
Permits	
NYS Department of Environmental Conservation (NYSDEC):	
<ul style="list-style-type: none">State Pollutant Discharge Elimination System (SPDES) General Permit (NYSDEC GP 0-25-001)	

Table 1 Anticipated Permits/Approvals/Coordination/Funding	
Coordination/Consultation	
New York State Historic Preservation Officer (SHPO)- State Historic Preservation Act Compliance	
Utilities –	
<ul style="list-style-type: none"> • National Fuel • National Grid • Time Warner Cable • Charter Communications • City of North Tonawanda Sewer and Water 	
City of North Tonawanda	
Funding	
Downtown Revitalization Initiative (DRI) Grant	
Green Resilience Grant (GRG)	
National Grid Grant Funding	

Question 4 – Land Use Near Proposed Action

Oliver Street is within a residential suburb with scattered industrial and residential uses, and commercial businesses. The industrial uses found in the project area include a recycling facility, a tire center, and a specialty contractor offering glass, metal, aluminum, stainless steel, and composite panel services. Commercial businesses along Oliver Street include the U.S. Postal Service, Railroad Museum of the Niagara Frontier, auto body shops, convenience stores, and other commercial goods and service businesses. The Erie Canal is located at the southern most extent of Oliver St and at the intersection with Sweeney Street. Heritage Park located in the northern portion of the project area on the east side of Oliver Street, north of the intersection with E Oliver Street and south of the intersection with Thompson Street (See attached Figure 1 Project Location Map in **Attachment A**).

Question 5 – Zoning Regulations and Comprehensive Plan

The portion of Oliver Street between the intersections with Sweeney Street north to Thompson Street, is zoned as “C2 General Commercial”. Any use is permitted in this district with stipulations to preserve the visual aesthetics and general enjoyment of the public in the area. The Comprehensive Plan emphasizes the need to enhance the aesthetic and visual character of the City while promoting pedestrian activity. The project is also a part of the City of North Tonawanda’s Downtown Revitalization Initiative to increase walkability and enhance streetscapes. The City also has goals to reduce the amount of combined sewer systems and improve water quality throughout the city. This project is consistent with all of these overarching goals.

Question 6- Consistency with the Predominant Character of the Area

The Oliver Street corridor contains a variety of commercial businesses and noteworthy places in the city. These places rely on the public to visit these places. The DRI project is consistent with the predominant

character of the area by enhancing the appeal of the corridor to the public. The corridor is connected to the waterfront of the Erie Canal where pedestrian traffic is congregated. Increasing the aesthetics and safety for pedestrians will in turn increase pedestrian traffic to existing commercial businesses along the corridor and to the landmarks such as Heritage Park and the Railroad Museum.

Question 8 – Public Transportation and Pedestrian Accommodations

The project proposes sidewalk improvements along the corridor which will improve the walkability of this portion of the City. Additionally, the proposed bumpouts, street markings, crosswalks, access ramps, and detectable warning pavers will all improve pedestrian safety along the Oliver Street corridor.

This section of Oliver Street is also served by the Niagara Frontier Transit Agency (NFTA) bus route #25. The project includes accommodation for bus patrons with additional bus shelters at select bus stop locations.

Question 11 – Wastewater Treatment

The project is located in a combined sewer area within the City of North Tonawanda. As part of this project, the City proposes to extend an existing dedicated storm drain line to the northern end of the project area and separate approximately 1,500 LF of roadway storm drain system from the combined sewer system. This will aid in reducing the amount of inflow and infiltration (I&I) from the sanitary system and reduce the wastewater treatment requirements from the City's wastewater treatment plant.

Question 12 – Cultural Resources

The project area is located near the New York State Barge Canal Historic District and the Sweeney Estate Historic District. Additionally, there are multiple structures that are either listed or eligible for listing on the State and National Register of Historic Places within the corridor.

A description of the project along with information about several properties within the corridor was submitted to the Office of Parks, Recreation, and Historic Preservation State Historic Preservation Office (SHPO) via Cultural Resources Information System (CRIS) (Consultation No. 25PF01741). SHPO reviewed the project scope and the cultural resources within the corridor. In a letter dated April 9, 2025, SHPO determined that the project would have No Adverse Impact on historic or archeological resources. The letter is provided in **Attachment A**.

Question 13 – Water Resources

There are no wetland or surface waterbodies within the project corridor; however, the City of North Tonawanda's "Town Ditch" runs across Oliver Street and is identified on the NYSDEC Environmental Resource Mapper as a Class C waterbody. The Town Ditch is an abandoned subsurface tunnel beneath the streets that was historically used for drainage conveyance when the Canal was operational. The Ditch was abandoned around 1920 and bulkheaded off in multiple locations. The structure no longer conveys flow and is therefore not a stream channel and not subject to permitting or protection.

Question 17 – Stormwater

The project will effect the City of North Tonawanda's MS4 system. The project includes extending an existing storm drain system to separate approximately 1,500 LF of roadway within the combined sewer system.

The project also includes the construction of water quality treatment facilities including: bioretention areas, green space areas, structural soils, planters, and tree plantings. These facilities will provide some water quality treatment throughout the project corridor and help to reduce peak flow during regular storm events.

Oliver Street DRI Project
SEQR SEAF Supplemental Information

Due to the size of the project, coverage under SPDES General Permit 0-25-001 for Stormwater Discharges from Construction Activities will be required. A Stormwater Pollution Prevention Plan (SWPPP) will be prepared for the project. The storm system in this area is owned by the City of North Tonawanda and within their MS4 district, as such the City will be responsible for reviewing and approving the project and SWPPP.

Question 20 – Subject of Remediation for Hazardous Waste

The Former Remington Rand Facility Site, known as Remington Lofts on the Canal, LLC today, is located roughly 100-ft west of Oliver Street, separated by railroad tracks. This building was an element of the remedial program under NYS Brownfield Cleanup Program (BCP), administered by New York State Department of Environmental Conservation (NYSDEC) in accordance with the Brownfield Cleanup Agreement (BCA) (September 2010)¹. This project, however, has no direct impact on the Oliver Street DRI Project.

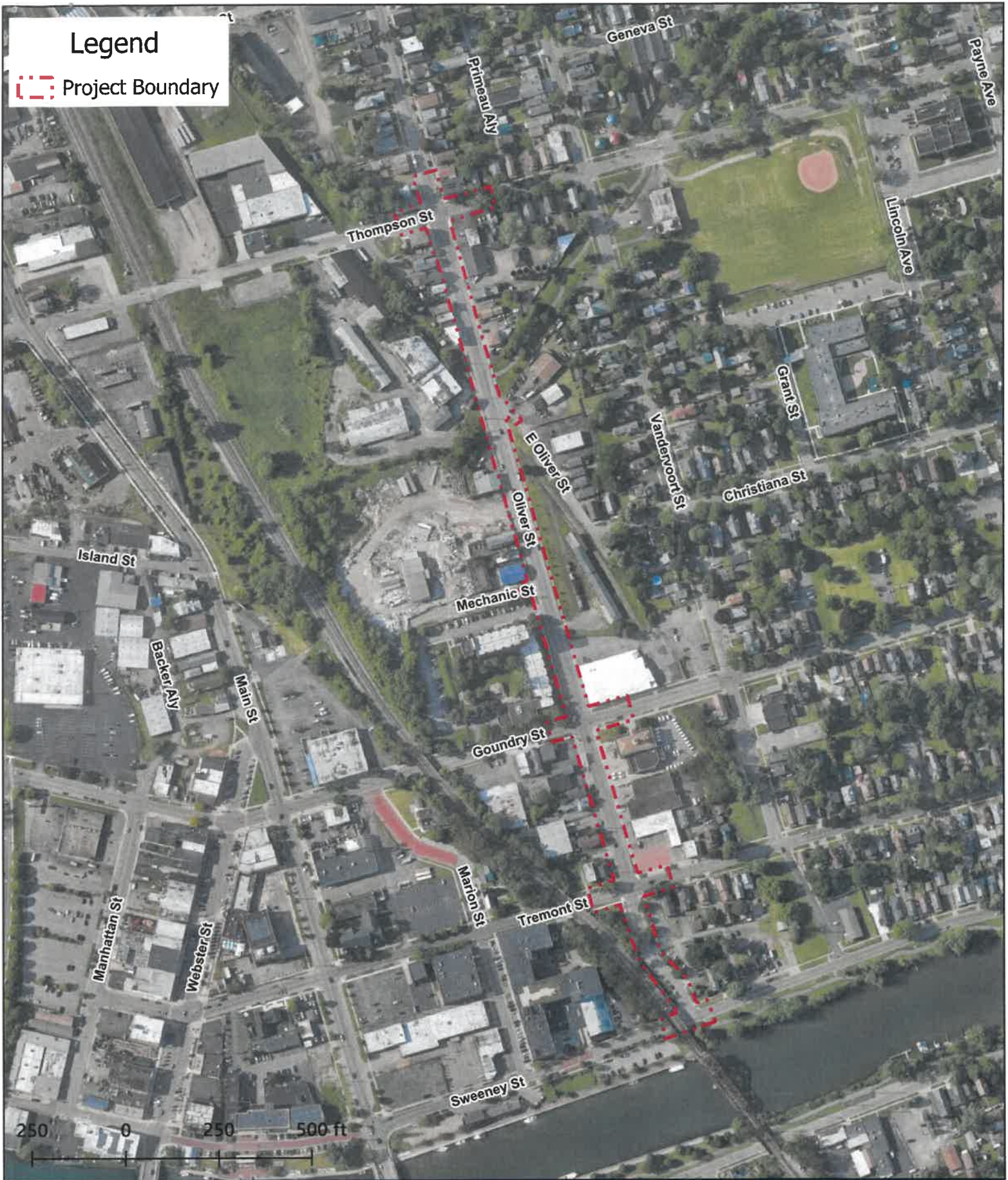
¹ https://extapps.dec.ny.gov/data/DecDocs/C932142/Work%20Plan.BCP.C932142.2010-09-01.Final_SMP.pdf

Attachment A

Supporting Documentation

Legend

 Project Boundary

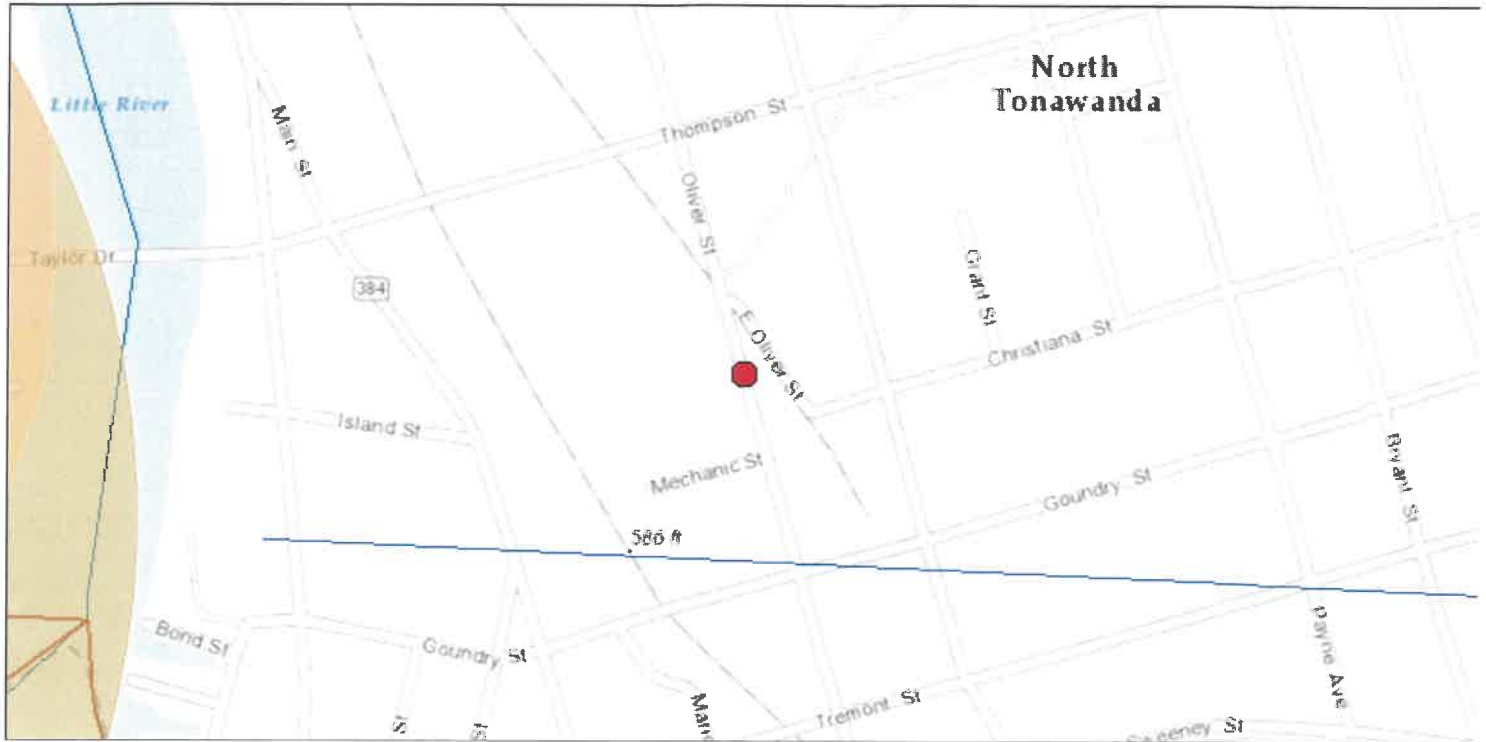


CITY OF NORTH TONAWANDA
OLIVER STREET

LOCATION MAP

JMDavidson
Engineering, D.P.C.

Environmental Resource Mapper



The coordinates of the point you clicked on are:

UTM 18

Easting: 184327.57828939956

Northing: 4771085.4656623565

Longitude/Latitude

Longitude: -78.87436849513614

Latitude: 43.02686424796776

The approximate address of the point you clicked on is:

Intoxalock Ignition Interlock

County: Niagara

City: North Tonawanda

USGS Quad: TONAWANDA EAST

If your project or action is within or near an area with a rare animal, a permit may be required if the species is listed as endangered or threatened and the department determines the action may be harmful to the species or its habitat.

If your project or action is within or near an area with rare plants and/or significant natural communities, the environmental impacts may need to be addressed.

The presence of a unique geological feature or landform near a project, unto itself, does not trigger a requirement for a NYS DEC permit. Readers are advised, however, that there is the chance that a unique feature may also show in another data layer (ie. a wetland) and thus be subject to permit jurisdiction.

Please refer to the "Need a Permit?" tab for permit information or other authorizations regarding these natural resources.

Disclaimer: If you are considering a project or action in, or near, a wetland or a stream, a NYS DEC permit may be required. The Environmental Resources Mapper does not show all natural resources which are regulated by NYS DEC, and for which permits from NYS DEC are required. For example, Regulated Tidal Wetlands, and Wild, Scenic, and Recreational Rivers, are currently not included on the maps.

Print Preview



**New York State
Parks, Recreation and
Historic Preservation**

KATHY HOCHUL
Governor

RANDY SIMONS
Commissioner Pro Tempore

April 9, 2025

Krista Greer
935 Sheridan Drive
Tonawanda, NY 14150

Re: DEC
North Tonawanda Oliver Street Walkability Project
City of North Tonawanda, Niagara County, NY
25PR01741

Dear Krista Greer:

Thank you for requesting the comments of the Division for Historic Preservation of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the submitted materials in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York State Parks, Recreation and Historic Preservation Law). These comments are those of the Division for Historic Preservation and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project.

The proposed project area is adjacent to the US Post Office – North Tonawanda, which is listed in the State and National Registers of Historic Places. It is also adjacent to the Railroad Signal Tower (152 Oliver Street), Rainbow Rink and Carousel Apartments, which are eligible for listing. Our office has reviewed the proposed Oliver Street walkability project. We note that work is proposed within the existing right of way and that no physical work on the above-mentioned historic resources is proposed. Based upon our review, it is the OPRHP's opinion that this project will have No Adverse Impact on historic or archaeological resources.

If you have any questions, I am best reached by email.

Sincerely,

Derek Rohde
Historic Site Restoration Coordinator
518-275-5745 | Derek.Rohde@parks.ny.gov

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

TELEPHONE: (716) 695-8545

FAX: (716) 695-8573

VII.

May 15, 2025

MAY 20 2025

Honorable Austin J. Tylec, 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 May 20th, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2025 MAY 15 PM 1:34
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

April 24, 2025

Donna Braun

City Clerk/ Treasurer

216 Payne Avenue North Tonawanda, NY 14120

Traffic Safety Minutes:

XV 11.

MAY 20 2025

The April meeting of the North Tonawanda Traffic Safety Committee was called to order at 1800 hours. Roll call showed the following members present: M. Meisenburg, R. Frank, N. Ferguson, M. Nalbone, N. Phelps and R. Brennan. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

1. Carlton Durham from 1416 East Robinson Rd requested the right lane coming from the boulevard on the bridge going west bound on East Robinson be changed to right turn only. The reasoning is that on Robinson bridge there are two lanes and as you cross over Sweeney St. there is one lane. So, people tend to race side by side to get over in one lane. As they do this, the cars come so close to the mailboxes and often knock them over. People are concerned about getting their mail because they don't want to get hit. The committee will continue to monitor this area to make a final decision.
2. Member Frank will be setting up the speed sign on Doebler. There were concerns of frequent vehicles speeding near 1292 Doebler.
3. Member Brennan had a request on Walck Rd going West bound at Nash Rd that the right lane should be right turn only. The reasoning is two lanes turn into one lane and drivers like to race to get ahead of each other before it turns into one lane as they drive through the intersection. The committee will continue to monitor this area to make a final decision.
4. After Multiple accidents on Payne Ave at the curve between Fredericka St. and Jackson the council is in favor of putting a guard rail along the curve. The pedestrian traffic is very high on that curve and the committee would hate to see any more injuries. As the chairman of the committee, I am looking into getting a quote on guard rail material. The DPW will be installing saving on labor costs.

The next Traffic Safety Meeting will be held on May 18th, 2025.
Travel safely!

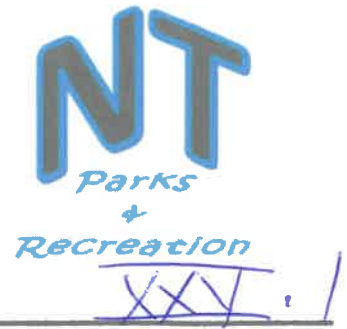
Matthew R. Meisenburg

RECEIVED
CITY CLERK'S OFFICE

2025 MAY 6 AM 8:54
NORTH TONAWANDA NY

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

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



May 1, 2025

MAY 20 2025

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

Ladies and Gentlemen:

The following information is submitted for your perusal concerning participants in various programs offered at the Senior Citizen Center for the month of April 2025

Total: 1,374

Unduplicated: 297

Duplicated: 1,136

Please note: We also sponsor a "Little Free Food Pantry" and a "Little Library" both of these are available to the public 24/7.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

RECEIVED
CITY CLERK'S OFFICE

2025 MAY 5 AM 10:13
NORTH TONAWANDA NY

XXV.2

MAY 20 2025

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	32	320.00
Sub-Total:				\$320.00
A1550	Minor Sales	Public Pound Fee	1	25.00
Sub-Total:				\$25.00
A1603	Misc. Fees	Birth Certificates	70	700.00
		Death Certificates	67	760.00
		Deaths Recorded	7	0.00
		Genealogy Death	1	22.00
Sub-Total:				\$1,482.00
A2110	Planning & Zoning Fees	Board of Appeals App.	3	150.00
		Subdivision of Lot	1	100.00
		Terrace Park. Permit	2	10.00
Sub-Total:				\$260.00
A2501	Minor Sales	Solicitors Permit - Yearly	2	50.00
	Permit Fees	Chicken Permits	1	25.00
		Food Truck	1	100.00
Sub-Total:				\$175.00
A2505	Marriage License Fee	Marriage License Fee	6	105.00
Sub-Total:				\$105.00
A2506	Conservation	Conservation	10	18.24
Sub-Total:				\$18.24
A2540	Racing & Wagering Fees	Bingo Proceeds	3	213.10
Sub-Total:				\$213.10
A2542	Dog Licensing	Exempt Dogs	2	0.00
		Female, Spayed	78	702.00
		Female, Unspayed	8	136.00
		Male, Neutered	56	504.00
		Male, Unneutered	4	68.00
Sub-Total:				\$1,410.00
AGEE	Trust & Agency	Tax Agreement	15	7,929.00
Sub-Total:				\$7,929.00
AUTO	Clerical Misc	Auto Dealers Lic	1	100.00
Sub-Total:				\$100.00
BKRP	Trust & Agency	Bankruptcy pymts	3	1,569.22
Sub-Total:				\$1,569.22
BLDG	Clerical Misc	Building Permits	1	12,252.00
Sub-Total:				\$12,252.00
BLUE	Trust & Agency	Health Insurance	32	13,100.92
Sub-Total:				\$13,100.92
BOAT	Clerical Misc	Rec-Boat Launch Permit	3	270.00

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$270.00
CHIL	Trust & Agency	Rec-Childrens Remembrance (95)	1	100.00
			Sub-Total:	\$100.00
COMM	Clerical Misc	Commissions	1	36.05
			Sub-Total:	\$36.05
COMP	Clerical Misc	Workmans Comp	1	3,816.69
			Sub-Total:	\$3,816.69
CONT	Clerical Misc	Clerk-Contractor Lic Fee	1	3,900.00
			Sub-Total:	\$3,900.00
CTPF	Clerical Misc	Bankruptcy Interest	3	3,002.60
			Sub-Total:	\$3,002.60
FINE	Clerical Misc	City Court Monthly Report	1	43,888.50
			Sub-Total:	\$43,888.50
FIRE	Trust & Agency	Fire Donations (94)	1	200.00
			Sub-Total:	\$200.00
FOOD	Trust & Agency	Market Food Stamps	1	2,736.00
			Sub-Total:	\$2,736.00
FRES	Clerical Misc	Fire Rescue Billing	8	1,425.00
			Sub-Total:	\$1,425.00
GASD	Clerical Misc	DPW-Gasoline Reimb	1	4,636.21
			Sub-Total:	\$4,636.21
GLFP	Clerical Misc	Golf Charges	4	24,719.00
			Sub-Total:	\$24,719.00
GLFR	Clerical Misc	Golf Concessions	4	5,173.50
			Sub-Total:	\$5,173.50
GLFT	Clerical Misc	Golf Sales Tax	2	279.48
			Sub-Total:	\$279.48
GMSC	Clerical Misc	General Misc.	3	4,929.06
			Sub-Total:	\$4,929.06
GRPM	Clerical Misc	Engineer - Grading Permit	2	360.00
			Sub-Total:	\$360.00
LEAS	Clerical Misc	Lease Agreements	2	1,950.00
			Sub-Total:	\$1,950.00
LIEU	Clerical Misc	In Lieu of Tax Payments	7	246,888.33
			Sub-Total:	\$246,888.33
MARK	Trust & Agency	Marketing Fee	18	3,865.00
			Sub-Total:	\$3,865.00
MRKT	Clerical Misc	NT Market	52	19,105.00

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$19,105.00
NTPD	Clerical Misc	Police Monthly Report	1	320.00
			Sub-Total:	\$320.00
OVER	Trust & Agency	Overpayment Refund	3	177,993.64
			Sub-Total:	\$177,993.64
PKPT	Clerical Misc	Rec-Park Permits	2	120.00
			Sub-Total:	\$120.00
PKTK	Clerical Misc	Parking Tickets	7	840.00
			Sub-Total:	\$840.00
PKTKW	Clerical Misc	Parking Tickets-Web	5	480.00
			Sub-Total:	\$480.00
PLPM	Clerical Misc	Plumbing Permits	1	7,680.00
			Sub-Total:	\$7,680.00
POL	Clerical Misc	Niagara County-Police	2	5,064.88
			Sub-Total:	\$5,064.88
RECH	Clerical Misc	Recreation Dept.Revenue	4	1,578.00
			Sub-Total:	\$1,578.00
RECY	Clerical Misc.	Recycling/Garbage Tote	2	130.00
			Sub-Total:	\$130.00
SELC	Sewer	Sewer Cell Tower Utilities	2	14,739.70
			Sub-Total:	\$14,739.70
SPIC	Clerical Misc	DPW-Special Garbage Pickup	1	375.00
			Sub-Total:	\$375.00
SPOL	Clerical Misc	State Aid: Police	3	637.86
			Sub-Total:	\$637.86
SRAP	Clerical Misc	DPW-Sale of Scrap	1	3,000.00
			Sub-Total:	\$3,000.00
SUTL	Sewer	Sewer Utilities	1	14,254.31
			Sub-Total:	\$14,254.31
SWMS	Sewer	Sewer Misc	1	61,188.80
			Sub-Total:	\$61,188.80
TAMS	Trust & Agency	Marketing Fee	6	60.00
		T&A Misc	1	500.00
			Sub-Total:	\$560.00
TARP	Trust & Agency	Recreation Programs (91)	2	800.00
			Sub-Total:	\$800.00
TFEE	Treas Fee Copies	Dup Bill Fee	3	98.00
		Lien Fees	9	1,160.50

Account#	Account Description	Fee Description	Qty	Local Share
		Return Check Charge	1	25.00
		Tax Search & Copies	12	678.00
		Sub-Total:		\$1,961.50
TYTH	Trust & Agency	Rec Youth Board (97)	3	1,338.00
		Sub-Total:		\$1,338.00
UTIL	Clerical Misc	Utilities Tax on Gross Income	21	594,171.50
		Sub-Total:		\$594,171.50
WTMT	Water	Water Meter Installation	2	400.00
		Sub-Total:		\$400.00
WTPP	Water	Water Tap/Water Use	2	50.00
		Sub-Total:		\$50.00

Total Local Shares Remitted: \$1,297,923.09

Amount paid to: New York State Department of Health 135.00
Amount paid to: NYS Ag. & Markets for spay/neuter program 170.00
Amount paid to: NYS Environmental Conservation 311.76

Total State, County & Local Revenues: \$1,298,539.85

Total Non-Local Revenues: \$616.76

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.

Donna L. Braun

City Clerk-Treasurer

5/5/25

Date

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

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

XXY.2

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

RECEIVED
CITY CLERK'S OFFICE

2025 MAY 14 PM 1:16
NORTH TONAWANDA NY

MAY 20 2025

5/14/2025

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

Dear Sirs:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of April 2025.

General Fund

Balance Fwd - Checking	912,101.63
Balance Fwd - Money Market	19,997.95
Investments	(2,000,000.00)
Receipts for the month	17,692,791.02
Warrants Drawn	(3,821,257.71)
	<hr/>
	\$12,803,632.89

Sewer Fund

Balance Fwd - Checking	820,346.94
Balance Fwd - Money Market	43,497.68
Investments	0.00
Receipts for the month	167,766.49
Warrants Drawn	(393,757.41)
	<hr/>
	\$637,853.70

Water Fund

Balance Fwd - Checking	1,359,041.67
Balance Fwd - Money Market	262,002.16
Investments	0.00
Receipts for the month	43,926.74
Warrants Drawn	(296,108.47)
	<hr/>
	\$1,368,862.10

Trust & Agency Fund

Balance Fwd - Checking	562,850.11
Receipts for the month	221,175.10
Warrants Drawn	(211,297.29)
	<hr/>
	\$572,727.92

Capital Construction Fund

Balance Fwd - Checking	3,288,078.95
Balance Fwd - Money Market	269,435.96
Investments	0.00
Receipts for the month	278,212.80
Warrants Drawn	(267,691.24)
	<u>\$3,568,036.47</u>

Community Development Fund

Balance Fwd - Checking	505,927.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<u>\$505,927.56</u>

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	318,475.00
Warrants Drawn	(318,475.00)
	<u>\$0.00</u>

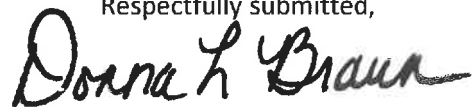
Housing Rehabilitation Fund

Balance Fwd	12,246.40
Receipts for the month	5.04
Warrants Drawn	0.00
	<u>\$12,251.44</u>

Home Rehabilitation Fund

Balance Fwd	40,683.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<u>\$40,683.56</u>

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer

Donna Braun

CFO. A

From: Richard Andres <legislatorandres@gmail.com>
Sent: Wednesday, May 14, 2025 9:52 AM
To: Richard Andres; Donna Braun
Subject: 4th of July Kids Parade
Attachments: 4th Of July Celebration Event Flyer.pdf

MAY 20 2025

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom It May Concern,

I am requesting permission to use Thompson Street from Pine Woods Drive to Vandervoort on July 4, 2025 for the purpose of holding a "Kids Parade." The parade steps off at 10:30. I would like the street closed from 10:00 AM-11:00 AM. I also request the auxiliary police to assist on the parade route. I have attached a draft flier for your reference.

Sincerely,
Richard Andres Jr.

2025 MAY 14 AM 10:52
NORTH TONAWANDA NY

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CITY CLERK'S OFFICE

Sweeney Hose Company, Inc. No. 7

130 Years of Dedication and Service

1894-2024

P.O. Box 30 • 499 Zimmerman Street

• 716-694-0777

• North Tonawanda, New York 14120-0030



CPO. B

North Tonawanda City Hall
Attn: NT Common Council
CC: NTFD Chief Orlowski
216 Payne Ave.
North Tonawanda, NY 14120

May 15, 2025

MAY 20 2025

Dear Honorable Council,

The Sweeney Hose Fire Company #7 has added the following new member to our active firefighting roster at the monthly meeting of the company on May 5th, 2025:

Philip J. Hoage

Please update accordingly the official roster kept within the City of North Tonawanda records.

Sincerely,

Daniel D. Schmidt
Sweeney Hose Company #7 Secretary

2025 MAY 16 AM 8:15
NORTH TONAWANDA NY

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