

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

October 16, 2025

The following meetings have been scheduled for TUESDAY, OCTOBER 21, 2025

6:15 PM Common Council Meeting Discussion

6:30 PM Common Council Meeting

Respectfully submitted,



**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, OCTOBER 21, 2025, 6:30 PM

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

PROOF OF PUBLICATION PUBLISHED 10/2/2025

- 1) Legal Notice –Public Hearing- For the City of North Tonawanda 2026 Budgets –
City Clerk-Treasurer**

PROOF OF PUBLICATION PUBLISHED 10/10/25

- 1) Legal Notice – Public Hearing- For the Adoption of City of North Tonawanda
Comprehensive Plan Update – Dir. Community Development**

COMMUNICATIONS FROM CITY OFFICIALS

II. Attorney

**Re: Amendment to City Code Revision §51
D(3) – Registration of Rental Units**

VII. Accountant

**Re: Payment of the Abstract of Claims Dated
October 21, 2025**

XI. Fire Chief

**Re: Approval of Brian DeWaters as a
Firefighter for the North Tonawanda Fire
Department**

XXV. Monthly Reports

.1 City Clerk-Treasurer

Respectfully submitted,



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

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

OCT 21 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

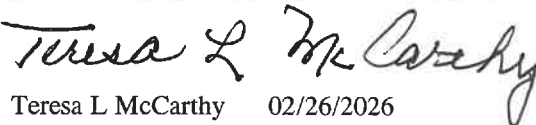
A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 354386
was printed and published in said paper on the following dates:

10/02/2025


Principal Clerk

Subscribed and sworn to before me this

10.2.25


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

LEGAL NOTICE
CITY OF NORTH TONAWANDA
2026 BUDGETS
General Fund
Water Fund
Sewer Fund

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Common Council in the Common Council Chambers at City Hall, 216 Payne Avenue, North Tonawanda, NY at 6:00 PM. on Tuesday, October 14, 2025, to review the 2026 Preliminary Budgets. Citizens attending the hearing have a right to provide written or oral comments and ask questions concerning the budgets.

A copy of the entire Preliminary Budget and message will be on file at the City Clerk-Treasurer's Office and City Web site www.northtonawanda.org to be inspected by any interested citizen from 8:30A.M. until 4:30P.M., commencing on October 2nd, 2025.

The 2026 Budget Adoption will be held Wednesday, November 12th, 2025, at 6:00P.M. before the Common Council Workshop, in the Common Council Chambers.

Donna L Braun, City Clerk-Treasurer
Jeffrey Zellner, City Accountant
N#354386

10/2/2025

2025 OCT 8 AM 9:30
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

STATE OF NEW YORK

NIAGARA COUNTY, } SS, _____

OCT 21 2025

2025 OCT 14 AM 9:57
NORTH TONAWANDA NY
RECEIVED
CITY CLERK'S OFFICE

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 # 354819
was printed and published in said paper on the following dates:

10/10/2025

Principal Clerk

Subscribed and sworn to before me this

10-10-25

Teresa L McCarthy

02/26/2026

Notary Public

Expiration Date

Public Hearing
City of North Tonawanda
Adoption of City of North Tonawanda
Comprehensive Plan Update
216 Payne Avenue
North Tonawanda, NY 14120

The City of North Tonawanda is hosting a public hearing to discuss the City of North Tonawanda Comprehensive Plan update. This project is funded through the New York State Department of State. The public hearing will be held on Tuesday, October 14th 2025 at 6:15 PM in the Common Council Chambers located at 216 Payne Avenue North Tonawanda, NY 14120.

Accommodations for disabled and non-English speaking residents will be made available upon advance request. Residents who are unable to attend the hearing, are welcome to express their ideas by calling the Community Development Office at 716-695-8580 or in writing to Director, Community Development Office, 500 Wheatfield Street North Tonawanda, NY 14120.
N#354819 10/10/2025

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

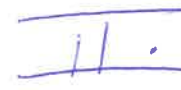
City of North Tonawanda

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

OCT 21 2025

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

RE: Code Revisions
§ 51 D(3) – Registration of Rental Units

Dear Honorable Body,

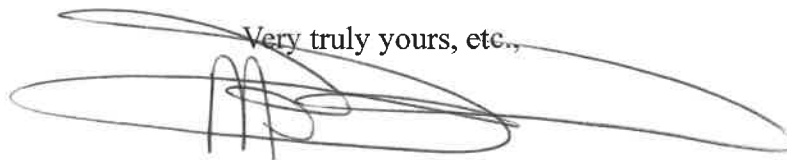
Below for your consideration, is a proposed revision, under North Tonawanda City Code
§ 51 D (3) – Registration of Rental Units.

§ 51 D (3) – Registration of Rental Units:

“All Owners and lessors, or their respective agents, of rental housing units or multiple dwellings **within the City of North Tonawanda** ~~who do not reside or maintain a principal place of business within Niagara County, New York, or an adjoining County of Niagara County, New York,~~ shall within two months after the effective date of this provision, or within 30 days from the date of mailing forms by the Code Enforcement Officer, whichever occurs first, register with the building department each rental housing unit or multiple dwelling they own or operate in the City of North Tonawanda. The following information shall be provided:

If your Honorable body concurs, please pass the appropriate resolutions for the City of North Tonawanda to allow these additions to our North Tonawanda City Code, subject to further review by the City Attorney.

Very truly yours, etc.,



Mario J. Gregori, Jr., Esq.,
Assistant City Attorney

RECEIVED
CITY CLERK'S OFFICE

2025 SEP 30 PM12:33
NORTH TONAWANDA NY

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

OCT 21 2025

October 16, 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 October 21st, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

RECEIVED
CITY CLERK'S OFFICE

2025 OCT 16 AM 10:43
NORTH TONAWANDA NY



NORTH TONAWANDA FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

495 Zimmerman St., North Tonawanda, NY 14120

Tel. (716)693-2201 Fax. (716)693-2216

XI.

October 3, 2025

OCT 21 2025

Honorable Mayor Austin Tylec
Common Council Members
216 Payne Ave.
North Tonawanda, NY 14120

Honorable Body,

In accordance with the City Charter of the City of North Tonawanda, and pursuant to the authority vested in me by §3.002.e thereof, I make the following appointment:

Brian DeWaters has been appointed as a Firefighter in the North Tonawanda Fire Department and will be assigned badge #106.

Firefighter DeWaters is a lateral transfer from the Fishers Fire District and has been approved by the Niagara County Civil Service Commission. A brief ceremony will be held in the Council Chambers on October 6, 2025, beginning at 10:00 am, and everyone is welcome to attend.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "D. Orlowski".

Douglas D. Orlowski
Fire Chief

RECEIVED
CITY CLERK'S OFFICE

2025 OCT 3 PM 1:57
NORTH TONAWANDA NY

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

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XXV. |

10/15/2025

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

RECEIVED
CITY CLERK'S OFFICE
OCT 21 2025

2025 OCT 15 AM 11:02
NORTH TONAWANDA NY

Dear Sirs:

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

General Fund

Balance Fwd - Checking	2,252,715.75
Balance Fwd - Money Market	3,041,160.95
Investments	0.00
Receipts for the month	2,530,324.97
Warrants Drawn	(2,976,152.40)
	<u>\$4,848,049.27</u>

Sewer Fund

Balance Fwd - Checking	1,041,898.82
Balance Fwd - Money Market	50,518.28
Investments	0.00
Receipts for the month	646,747.43
Warrants Drawn	(484,781.14)
	<u>\$1,254,383.39</u>

Water Fund

Balance Fwd - Checking	411,563.66
Balance Fwd - Money Market	964,420.94
Investments	0.00
Receipts for the month	459,292.26
Warrants Drawn	(250,482.50)
	<u>\$1,584,794.36</u>

Trust & Agency Fund

Balance Fwd - Checking	636,767.75
Receipts for the month	86,946.93
Warrants Drawn	(54,378.43)
	<u>\$669,336.25</u>

Capital Construction Fund

Balance Fwd - Checking	1,079,436.56
Balance Fwd - Money Market	2,289,945.38
Investments	0.00
Receipts for the month	53,260.11
Warrants Drawn	(1,601,477.65)
	<u>\$1,821,164.40</u>

Community Development Fund

Balance Fwd - Checking	55,927.56
Receipts for the month	0.00
Warrants Drawn	(50,000.00)
	<u>\$5,927.56</u>

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	357,078.00
Warrants Drawn	(357,078.00)
	<u>\$0.00</u>

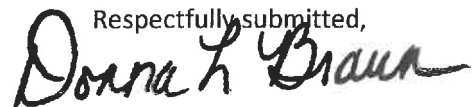
Housing Rehabilitation Fund

Balance Fwd	12,272.09
Receipts for the month	4.17
Warrants Drawn	0.00
	<u>\$12,276.26</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