

City of North Tonawanda

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@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 11, 2018

The following meetings have been scheduled for TUESDAY, JANUARY 16, 2018:

6:15PM Common Council - Re: Agenda Discussion

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

Executive Session - Re: Pending Litigations

Respectfully submitted,



**Daniel R. Quinn
City Clerk-Treasurer**

**TO: Honorable Mayor & Common Council
President Zadzilka
Aldermen Braun, Berube, Pecoraro, Tylec**

FROM: Daniel R. Quinn, City Clerk-Treasurer

RE: Agenda for regular session TUESDAY, JANUARY 16, 2018 6:30PM

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

COMMUNICATIONS FROM CITY OFFICIALS

V.1 Supt. Water/Wastewater - Re: Permission to attend the 2018 New York Water Environment Association Conference in New York City

V.2 Supt. Water/Wastewater - Re: Permission to accept proposal from Wendel Engineering for repairs to the Water Filtration Plant's Sand Filter building

VII.1 Accountant - Re: Payment of the Abstract of Claims Dated January 16, 2018

VII.2 Accountant - Re: Award of Contract to MVP Consulting for Contractual Information Technology Services for the City of North Tonawanda

VII.3 Accountant - Re: Budgetary Transfer – For a new Police Patrol Vehicle & for Contractual Information Technology Services

XXV. Monthly Reports

.1 Clerk-Treasurer .2 Senior Citizen Center .3 Police Department

XXVI. Semi-Annual Vacation & Sick Leave Reports

.1 Building Inspector's Office

XXVII. Annual Reports

.1 Clerk-Treasurer .2 Building Inspector's Office

.3 Senior Citizen Center .4 Police Department

COMMUNICATIONS FROM OTHERS

A.

**Pist'N Broke Cruisers Car Club - Re: Permission to have the 2018 Webster
Street Classic Car Cruise every Monday
from May 28 through September 3, 2018**

Respectfully submitted,



**Daniel R. Quinn
City Clerk-Treasurer**

V.



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD

NORTH TONAWANDA, NEW YORK 14120

Phone: (716) 695-8560, ext. #6411

Fax: (716) 695-8563

E-mail: billdavignon@northtonawanda.org

JAN 16 2018

William M. Davignon
Superintendent

January 9, 2018

Mayor Pappas & Common Council Members:

As per sec. 14.2 of the OPEIU Union Contract: "*Professional Improvement Program*", I am requesting your approval to attend the annual 2018 New York Water Environment Association ("NYWEA") Conference in New York City from Feb. 3, 2018 – Feb. 8, 2018. I have attached the cost of the conference, hotel and train travel (total cost = \$2,041).

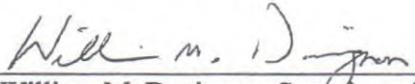
Also attached is the NYWEA conference information and itinerary for your review. I plan on attending the classes highlighted in yellow. We have the necessary funds to cover this expense in our Water Administration budget line.

I was allowed to attend this conference last year and it was a good opportunity for me to improve my water & wastewater knowledge and network with other Professionals in my field. I would appreciate the opportunity to attend again this year.

Please let me know if you approve of my attendance at the NYWEA 2018 Annual Conference. Feel free to contact me if you have any questions or would like to discuss this in more detail.

Thank you for your time and consideration of my request.

Sincerely,


William M. Davignon, Superintendent

RECEIVED
CITY CLERK'S OFFICE
2018 JAN 9 PM 3:25
NORTH TONAWANDA NY

When

Monday, February 5, 2018 at 8:00 AM EST
-to-
Wednesday, February 7, 2018 at 5:00 PM EST

[Add to Calendar](#)

Where

Marriott Marquis, NYC
1535 Broadway
New York City, NY 10036



Driving Directions

Contact

NYWEA
New York Water Environment Association
315-422-7811
mgk@nywea.org

90th Annual Winter Meeting, NYC - February 5-7, 2018

OPENING SESSION: 26 TECHNICAL SESSIONS • Meeting Nutrient Removal Challenges • Ethics • Solids Handling Optimizations • CSO/SSO/Wet Weather • Tunnels – Hydraulic Modeling and Other Considerations • Green Infrastructure • Stormwater and more! • Networking Opportunities • Over 190 Exhibitors • Monday Reception • Awards Luncheon

You have successfully registered for the NYWEA 90th Annual Meeting; look for a confirmation email arriving shortly. Thanks for your on-line registration. We look forward to seeing you in February.

The meeting has gone mobile. Most up-to-date schedules, PE, Water & Wastewater Hours posted. Not yet available.

Contact Information

First Name:	William
Last Name:	Davignon
Email Address:	wmd_ntwwtp@live.com
Company:	North Tonawanda WWTP
Title:	Superintendent
Address 1:	830 River Road
City:	North Tonawanda
State:	New York
ZIP Code:	14120
Phone:	17166958560
Cell Phone:	1716289889
Is this Home or Work Address:	Work

Registration

Please check day(s) you are registering for. Check all that apply. Full Week
 A \$25 service fee will apply to all cancellations received before January 15; no refunds after January 15th. A paypal account is NOT required for credit card payment.
 A Young Professional must be 35 or younger, copy of driver's license required. Includes Monday Reception & Tuesday Evening YP Reception and lunches.
 Operator Registration must be a PWO member, and work on a day to day basis in the operation or maintenance of wastewater collection or treatment facility (Lunch included on Monday & Tuesday only--the day you are registered).
 Speaker Registration - Day of Presentation Only. (includes lunch on Monday and Tuesday only if registered for that day)
 --Non-Member rate includes a 1-year NYWEA Affiliate Membership. Must fill-out a membership form. Member rate includes Lunch, Monday Reception, Wednesday Luncheon on day(s) you are registered.
 Please let us know if you plan on attending the Awards Luncheon on No
 Wednesday.

If paying by credit card, your Zip Code mailing address must match credit card mailing address. Paypal account not required. Once complete, if you do NOT receive a confirmation email, then please call 315 422-7811, x1.
 Please let us know how you heard about the Annual Meeting NYWEA website
 dates/registration?
 Only individuals registered and badged may attend convention events. CANCELLATIONS:
 Cancellations must be submitted in writing by January 15, 2017. A \$25 service fee will apply to all cancellations received before January 15; no refunds will be made on registration fees or special events after January 15th. (Due to NYWEA agreements and required guarantees, fees are forfeited if you are unable to attend the conference.)

Payment Summary

Payment Method
Paid By PayPal

Name	Type	Quantity	Fee	Total
William Davignon	Member Full Week	1	\$505.00	\$505.00
TOTAL:				\$505.00



Start Over

MAP

Guest Information

New York Marriott Marquis / Sat, Feb 3, 2018 - Thu, Feb 8, 2018 / Premier Larger King Corner Room 2 adults

PAYMENT INFORMATION

PERSONAL INFORMATION

PAYMENT INFORMATION

PAYMENT INFORMATION

Payment Method Credit Card
 Card Type SELECT
 Card Number
 Expiration Date MONTH YEAR

BILLING ADDRESS

EDIT

William Davignon 7166289889
 830 River Road
 North Tonawanda UNITED STATES
 NY 14120

[Proceed to Reservation Summary](#)

NEXT

NY Water Environment
FEB 2, 2018 - FEB 7, 2018



MAKE A RESERVATION

EDIT

Check In: SAT, FEB 3, 2018

Check Out: THU, FEB 8, 2018

Nights 5

Rooms 1

Guests 2

Max guests per room

New York Marriott Marquis

USD 1,470.00

PREMIER LARGER KING CORNER ROOM

2 adults, 5 nights

SUBTOTAL:

USD 1,470.00

The View Restaurant & Lounge

NYC's only revolving rooftop restaurant & lounge.



[Show details](#)

Departure Return Add-Ons Travelers Payment Confirmation

New York, NY - Buffalo, NY

2 Adult

CHANGE DEPARTURE

Baggage Information ▶

↑↓ Sort & Filter

Amtrak

SAVER VALUE FLEXIBLE PREMIUM

ADD TO CART

7:15am - 3:01pm \$132.00 \$250.00 \$198.00
63 Maple Leaf - 2 Reserved Coach Seats 2 Reserved Coach Seats 2 Business Class Seats
Duration: 7 hr, 46 min


No Checked Baggage

66 PER PERSON



ADD TO CART

10:20am - 6:03pm \$132.00 \$250.00 \$198.00
281 Empire Service None Left 2 Reserved Coach Seats 2 Reserved Coach Seats 2 Business Class Seats
Duration: 7 hr, 43 min


No Checked Baggage



ADD TO CART

1:20pm - 9:02pm \$132.00 \$250.00 \$198.00
283 Empire Service None Left 2 Reserved Coach Seats 2 Reserved Coach Seats 2 Business Class Seats
Duration: 7 hr, 42 min


No Checked Baggage



ADD TO CART

3:40pm - 11:55pm \$106.00 \$132.00 \$250.00 \$241.00

V.2



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD

NORTH TONAWANDA, NEW YORK 14120

Phone: (716) 695-8560, ext. #6411

Fax: (716) 695-8563

E-mail: billdavignon@northtonawanda.org

JAN 16 2018

William M. Davignon
Superintendent

January 4, 2018

Mayor Pappas & Common Council Members:

In the summer of 2017 Water Treatment Plant Chief Operator Dave Conti, City Engineer Dale Marshall, Assistant City Engineer Chelsea Spahr and I inspected a very large crack in the wall of the Water Filtration Plant's Sand Filter building and leaking pipe in the basement of the same building.

In October of 2017, we had three Engineering Firms give us price quotes on the evaluation & cost of their services for these structural repairs. The price quotes are as follows:

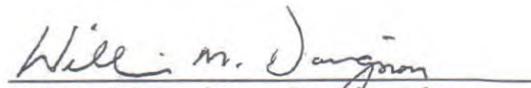
- 1. Wendel Engineering \$14,250
- 2. Nussbaumer & Clarke \$8,900
- 3. GPI Engineering \$46,676

After thorough review of the proposals and speaking with each Engineering Firm, we would like to recommend the attached proposal from Wendel Engineering at a cost of \$14,250. We found that the level of services as compared to the cost will give the City "the biggest bag for our buck" for this project.

Therefore, I respectfully request that City Council give Mayor Pappas their approval to sign the attached professional services agreement at the January, 16, 2018 Common Council Meeting.

Thank you for your time and consideration of my request.

Sincerely,


William M. Davignon, Superintendent

c.c. Dale Marshall, City Engineer

RECEIVED
CITY CLERK'S OFFICE
2018 JAN 12 AM 9:42
NORTH TONAWANDA NY

October 5, 2017

Mr. Dale Marshall, P.E.
City Engineer
City of North Tonawanda
216 Payne Avenue
North Tonawanda, NY 14120



Re: North Tonawanda Filter Building
Professional Engineering Services for Structural Evaluation
File No. 17P1-0196

Dear Mr. Marshall:

Per our recent discussion, Nussbaumer & Clarke, Inc. (Nussbaumer) is pleased to provide this proposal to prepare a structural evaluation report for the repair of the Water Treatment Plant Filter Building. During a brief visit to the site, cracking and displacement of the masonry building walls was observed.

After meeting with you and discussing the City's needs, Nussbaumer would like to propose the following approach to this project. Nussbaumer recommends performing a structural evaluation of the building, which will be used to determine both the cause and the extent of the repairs. Based on the evaluation, Nussbaumer will provide an engineer's report. The report will include the findings of the evaluation, recommendations for repairs including alternatives as appropriate, and estimated costs for the repairs. In addition, it is our understanding the filters will be in operation throughout any repairs and will need to be protected from the construction debris. Nussbaumer will include options for protecting the tanks in the report with the understanding that this will be a discussion to determine the appropriate protection methods with the plant's personnel. Nussbaumer has developed the following Scope of Work for this project.

EVALUATION SCOPE OF WORK:

- Meet with appropriate North Tonawanda (City) personnel to review existing project information and establish project objectives and milestones.
- Site visit to perform the structural evaluation. The evaluation will include a detailed investigation into the cause of the observed deficiencies and collection of quantities for the purposes of estimating the repair costs. Although they are not included in this proposal, the findings of the evaluation will also be necessary for the preparation of repair drawings and specifications.
- For the detailed investigation, it is anticipated we will require ladder or man lift access at both the interior and exterior of the building to observe and collect measurements of the cracked and deficient areas. It is assumed the Water Department can provide the means of access for this purpose.
- For the collection of quantities, Nussbaumer will generally perform this work from the ground. Nussbaumer will require access to the interior and exterior of the filter building.
- Access to the roof may also be required to observe the roof and tops of the walls. It is assumed the plant can provide access to the roof.
- Once the field work is complete, Nussbaumer will prepare the report of findings and construction estimate.
- Nussbaumer will provide the report to the City for review and comment.
- This proposal will include one meeting to review the report with City personnel.

Mr. Dale Marshall, P.E.
City Engineer
City of North Tonawanda
October 5, 2017



FEE:

We are prepared to begin work on this project immediately. Nussbaumer proposes to complete the Evaluation Scope of Work for a Not to Exceed Fee of \$8,900.00.

Additional services not listed above can be performed on a Time and Material rate for services as requested by the City.

Costs shall be billed monthly based the engineer's estimate of work performed, as determined by Nussbaumer. Amounts billed are due and payable upon receipt of the invoice.

Nussbaumer appreciates the opportunity to submit this proposal and looks forward to again working with the City on this project. Please contact me at your convenience with any questions you may have. Upon acceptance of our proposal, please sign both the original and the enclosed copy where indicated below and return the copy to our office. The original is for your file. This will then serve as our Agreement and Notice to Proceed.

We are prepared to begin work immediately on this project upon receipt of Notice to Proceed.

If you have any questions, please feel free to contact us at your convenience.

Sincerely,

NUSSBAUMER & CLARKE, INC.

Michael T. Marino, P.E.
Chief Executive Officer

Kasey W. Morgan, P.E.
Project Engineer

MTM/km/m

c: file

Accepted by: CITY OF NORTH TONAWANDA

Signature: _____ Title: _____

Printed Name: _____ Date: _____

October 25, 2017

Dale W. Marshall, P.E.
City Engineer
City of North Tonawanda
216 Payne Avenue
North Tonawanda, NY 14120

**RE: Water Filtration Plant Structural Assessment
Proposal for Engineering Services**

Dear Mr. Marshall;

In response to your request, please consider the following proposal for engineering services to perform a condition assessment and evaluation of the filtration building and related structures at the water treatment facility on Tonawanda Island. The building housing the filtration operations, originally constructed in 1922, has experienced settlement predominately along the west end of the building where the original wall was removed for the adjoining addition constructed in the 1950s. The entire structure leans in that direction. The settlement has caused severe damage to the exterior walls. The north wall is in particularly poor condition and it appears that it will need to be completely reconstructed. The condition of the south wall will be assessed to determine the extent of repair or replacement needed.

These walls are the primary support of the gable roof structure that consisted of steel angle trusses, steel beam purlins and wood decking. It appears that steel columns were added beneath the trusses to augment their support. There are however, large gaps between the base of the columns and the concrete tank walls that were intended to function as the foundation for these columns. Based on this lack of support, it appears that the columns are not functioning as intended and do not provide any viable support to the trusses. Due to the extent of repair and sharing that may be required, it is assumed that the operation of the tanks in these areas may not be able to remain in operation for filtering purpose, since the city water system has no interconnections with other systems in neighboring municipalities the filtration operations will have to be maintained as the reconstruction progresses.

SCOPE OF WORK

This proposal outlines the services to be performed to determine the cause(s) of the settlement and identify and evaluate solutions to the possible methods of maintaining operations at the plant while the repairs and reconstruction work are being advanced. The following procedures are proposed for this study:

- An onsite visual inspection to identify and document the various items that need to be repaired or reconstructed.
- Drilling holes through the pipe gallery concrete floor and inserting a bore scope to help determine if the leaking backwash pipe is undermining or contributing to a piping condition beneath the foundation.
- The scope will also be inserted through the void at the northeast corner of the building. It is assumed that this void may have been formed by the water leaking from the pipes during backwash operations.
- Obtaining measurements and survey operations to document the locations and amount of settlement that have occurred.
- Structural inspection and hammer testing of concrete elements to evaluate the integrity of those components.
- This will include the adjoining foundation in the addition.
- Inspection of roof and flashing
- Prepare a field inspection summary report describing the tasks performed and documenting the findings.
- Engage the services of McMahon and Mann Consulting Engineers (MMCE) to assist in the evaluation of solutions to the foundation support problems. MMCE plans to retain Earth Dimensions, Inc. for one day of drilling services at the plant. Preliminarily it is expected that this will include drilling a boring into the soils below the pipe gallery concrete floor. This will be accomplished using hand auger equipment and possibly a

Greenman-Pedersen, Inc. 4950 Genesee Street, Suite 100 Buffalo, NY 14225 t (716) 633-4844 f (716) 633-4940

Western New York Branches: Buffalo | Jamestown | Rochester

tripod and sampling spoon. The purpose of the boring is to collect and test samples from below the floor and use that information to estimate the soil types supporting the west wall foundation.

- Identify and evaluate methods of maintaining services at the plant, while performing the required demolition, structural repairs, foundation support and wall reconstruction. This includes an evaluation of feasibility of moving the filtration operations to the newer portion of the plant which was originally built to expand the filtration. However, the equipment was never installed due to lack of anticipated population growth that was the basis for the plant expansion.
- Evaluate the proposed repairs and new construction with respect to cost, constructability, ability to maintain service at the plant and other considerations that may be identified in the course of the investigations and assessments.
- Develop engineers estimate for repair alternative for the city to include in their capital planning.
- Present findings to the City. The tasks performed above along with the findings will be summarized in a comprehensive report.

The other area of concern identified during our initial visit is the pipe vault. This vault was constructed with stone masonry walls and a concrete slab that is supported by the outside walls and two intermediate concrete beams. There are additional Steel or Iron I-beams that support two large pipes that extend through the vault. The supporting concrete beams have numerous spalls through their length that expose the beam stirrups and portions of the reinforcement. The stone masonry exhibited some voids. The conditions are of particular concern as the well is located directly below the parking area at the main entrance to the water plant.

For accessibility we propose to temporarily reinforce the catwalk decking with 3/4" plywood sheets. For the inspection we will review any record plans that may be available. Determine the depth of overburden on the concrete slab and dimensions of the structure. We will assess the condition of the concrete, stone masonry and steel beams within the vault. If possible we will also assess the condition of the catwalk provided we can gain access from below. GPI will formulate a means of repair which will be analyzed for cost and constructability. The estimate and findings for this area will be presented in a separate phase in the report and presentation mentioned above.

FEE SCHEDULE

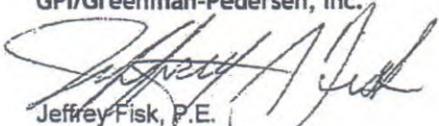
The proposed fee schedule for the above scope of service includes the following:

Task 1. Data Review, Site Reconnaissance, and Condition Assessment	\$ 9,443
Task2. Subsurface Explorations	\$ 8,315
Task 3. Project Initiation Report, Comprehensive Summary Report and Presentation	<u>\$28,918</u>
TOTAL ENGINEERING FEE	\$46,676

If during the total course of our investigations it is determined that additional testing or inspection are required we will negotiate the additional fees involved.

Thank you for the opportunity to present this proposal. We look forward to working with you and the staff at the Water Treatment Facility. If you have questions or comments, please feel free to contact me at your convenience.

Sincerely,
GPI/Greenman-Pedersen, Inc.


Jeffrey Fisk, P.E.
Senior Structural Engineer
Vice President



October 20, 2017

Ms. Chelsea Spahr
Civil Engineer
City of North Tonawanda – Engineering Department
City Hall
216 Payne Ave
North Tonawanda, NY 14120

**SUBJECT: City of North Tonawanda
Water Treatment Plant – Structural Investigation**

Dear Ms. Spahr,

Wendel is please to submit this proposal for professional services for the City of North Tonawanda Water Treatment Plant, Structural investigation project.

PROJECT DESCRIPTION

Pursuant to a verbal request for proposal, Wendel performed an initial site visit on October 10, 2017 to the North Tonawanda Water Treatment Plate. During the site visit, masonry cracking above the windows in the filter gallery was examined, as well as the leak that has developed in the 18" diameter backwash water sewer. At the time of inspection, it was determined that these two issues were likely not related and each due to different causes. Upon receipt and review of the original construction documents, this original determination was confirmed based on the construction of this facility. Since these issues are not related, the remainder of the proposal will treat these as separate issues.

APPROACH

Masonry Cracking

Cracks have developed within the masonry piers between the windows above the sand filters. The exterior masonry has been repointed while the interior cracks remain untreated. The original construction documents indicate that the roof truss bearing pad was built within the masonry piers between the windows. It appears that the columns currently seen at the ends of the trusses were added in as a retro-fit at some point.

To determine the root cause of cracking, we will examine the affected masonry assembly and joist bearing locations. Partial masonry removal may be required. We will also look for any other areas of water infiltration, including a roofing system assessment. Once the root cause of the issue is determined, as schematic fix will be drafted in narrative form. We will provide a cost estimate for capital budget planning as well.



Backwash Water Sewer

The existing filter backwash waste line collects backwash water from each filter through a 16-inch diameter cast iron line that leads to a common 18-inch diameter line that runs the length of the filter pipe gallery under the concrete floor. Treatment plant personnel have observed leaking of this pipe through the pipe gallery floor during backwash operations.

Although the general area of the leak may be known, the exact location and type of leak (open joint, break, or pipe failure) has not been accurately determined. The point in which water emerges from the pipe gallery floor may be many feet from the source. The difficulty in determining the location and type of the leak is compounded by the 12-inches or more of concrete over the backwash pipe.

Wendel proposes to attempt to locate the location of the leak from the interior of the pipe using a tracked, small diameter remote operated vehicle (ROV), equipped with an inspection camera. The ROV has the capability to transmit real-time video information and location from the interior of the pipe. It is not known at this time whether the pipeline may be full, partially full, or dry during the inspection, however the ROV is designed to work in all three conditions. Wendel proposes to subcontract with Aquatic Sciences, Inc. of Orchard Park, NY, utilizing their Pipecrawler ROV for the inspection.

Access to the interior of the filter backwash waste line would be accomplished through one of the existing plugged elbows in the "newer" section of the filter pipe gallery. The ROV would enter the elbow vertically, proceed to the existing cross, and navigate a hard-left turn into the 18-inch pipe in an attempt to locate the leak. It is proposed to document the condition of the entire pipe (continue past the leak) to the limits of the ROV.

The ROV inspection will require the filter backwash line be removed from service during the inspection. Wendel will work with water treatment plant personnel to develop a Work Plan for the shutdown. Key elements of the Work Plan will include:

- Filter preparation prior to the inspection (all filters backwashed, clearwell and tanks full, etc.)
- Ability to isolate the filter backwash line (i.e. can the filter backwash line be isolated from the rest of the filtration process allowing the filters to remain on line, condition/location of valves, etc.)
- Access point and staging areas
- Expected time required to complete the inspection
- Disinfection requirements (inspection equipment, return of pipeline to service), if any
- Restoration of the elbow plug at the access point

A report will be prepared documenting the findings of the inspection and proposed repair methods. The report and Work Plan may be shared with the Health Department if required.

In conjunction with the ROV, Wendel will "sound" the floor slab to estimate the extent of the undermined slab. Traditional sounding methods will be used, although due to the nature of project location (slab thickness, slab span, proximity of noise generating equipment, etc), the extent of the undermining may not be able to be determined.



ASSUMPTIONS

To develop this proposal, some assumptions were made. These assumptions are listed below:

- No SHPO or SEQR approvals will be needed.
- Adequate access to work area will be made available during site visits, including access to ladders.
- City of North Tonawanda forces will be used to removed and replace the blind flanges on the point of access for the ROV.
- The City of North Tonawanda will adjust water plant operations as required and coordinated to allow a window of time for the ROV work to be performed.

PROPOSED FEE

We propose the following fees to provide the services described above:

Scope Item	Fee	Fee Type
Masonry Crack Investigation	\$3,800.00	Lump Sum
Backwash Water Sewer Investigation	\$4,000.00	Lump Sum
ROV (proposal attached)	\$6,450.00	Reimbursable

The City of North Tonawanda will be invoiced on a monthly basis. The invoices will include a progress report that will summarize the work completed for the pay period. This work will be completed in accordance with the terms and conditions of this Agreement, which includes Appendix A (General Conditions of the Contract for a Study).

ADDITIONAL SERVICES

Should Wendel be required to perform additional services beyond those outlined in this proposal, Wendel shall be compensated on a time and expense basis or as agreed to with the City of North Tonawanda, such agreement to be obtained prior to Wendel performing additional services.

Thank you for the opportunity to present this proposal to you. If you have any questions regarding this information, please contact the undersigned. If this proposal is acceptable to you, please indicate your acceptance by signing both originals and returning one fully executed original to our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Alexander".

Craig Alexander, SE, PE LEED AP
Project Manager



Should Wendel's proposal be accepted, Wendel WD Architecture, Engineering, Surveying & Landscape Architecture, P.C., a New York State licensed architecture & engineering firm that is part of a consolidated group of the Wendel Companies, will contract to undertake the work. This is a legal name only, as Audubon is made up of exactly the same owners and professionals that made up Wendel Duchscherer Architects & Engineers, PC. Our letterhead and plans will still prominently say "Wendel" and we will refer to ourselves as Wendel throughout the project.

ACCEPTANCE / AUTHORIZATION

Accepted this _____ day of _____, 2017

Print Name: _____

Signature: _____

Title: _____

VII.1

AMANDA REIMER
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

JAN 16 2018

January 8, 2018

Honorable Arthur G. Pappas, Mayor
and Common Council
City Hall, 216 Payne Avenue
North Tonawanda, New York 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 January 16, 2018, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



Amanda Reimer
City Accountant

RECEIVED
CITY CLERK'S OFFICE

2018 JAN 9 PM 3:29
NORTH TONAWANDA NY

VII.2

AMANDA REIMER
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

JAN 16 2018

January 8, 2018

Honorable Arthur Pappas, Mayor
and Common Council
North Tonawanda, New York 14120

Dear Honorable Body:

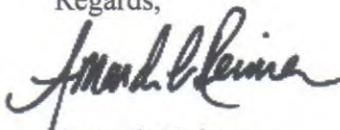
Please be advised that this office sent out a Request for Proposal (RFP) on November 7, 2017, to nine (9) qualified Information Technology firms to perform complete business technology services for the City of North Tonawanda. The evaluation of each firm was based on the following criteria: (1) Strategic plan for services to address the technology needs of the City (2) Strategic plan presented for the City's telephone/communications system (3) The proposing firms qualifications and experience, the staffs qualifications and resources available to meet the City's needs; and (4) cost/proposed fee structure. Four proposals were received by the City. Each proposal was ranked by a committee comprised of four (4) City Officials/Employees. Based on the criteria defined above, and interviews conducted with the top four firms, the four proposals received were ranked as follows:

<u>Consulting Firm</u>	<u>Cost</u>
1 – Usitek*	Estimated Year 1 Cost = \$165,750, Year 2 = \$153,000
2 – MVP Consulting	Estimated Year 1 Cost = \$90,000, Year 2 = \$84,000
3 – Synchronet	Estimated Year 1 Cost = \$87,800, Year 2 = \$82,800
4 – Network Services	Block pricing provided; annual cost not estimable

**eliminated from consideration due to the presentation of an estimated cost that is outside the City's budget*

Based on our evaluation of the rating criteria and the annual cost to the City, it is our recommendation that MVP, be awarded a one-year contract with the City of North Tonawanda at an estimated cost of \$90,000 annually. Contract will be awarded upon the completion of a background investigation and the review and approval of the City Attorney. Whereas, such resolution will result in the need for a budget transfer of \$40,000 from Account 1.3120.410, Police Administration, \$5,000 from 1.1670.410 Central Data Processing, and \$15,000 from Central Communications System, into Account 1.1315.441, Contractual IT, to consolidate these services amongst departments.

Regards,



Amanda Reimer
City Accountant

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2018 JAN 9 PM 3:29
NORTH TONAWANDA NY

VII-3

AMANDA REIMER
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

JAN 16 2018

January 8, 2018

Honorable Arthur G. Pappas, Mayor

and Common Council

City Hall

North Tonawanda, NY 14120

Dear Honorable Body:

In accordance with Article V, Division 2, Section 5.023 and Section 2.2 of the Budgetary Transfer Policy, please authorize the City Accountant to make the following transfers of fiscal year 2018 appropriations, based on the request of the Department Head, copy attached:

Control Number	Dollar Amount	From: Appropriation Account	Into: Appropriation Account
1	10,000.00	1.3120.420 Repair and Maintenance	1.3120.231 Police Vehicles
2*	40,000.00	1.3120.410 Administration	1.1315.441 Contractual_IT
	5,000.00	1.1670.410 Central Data Processing	1.1315.441 Contractual_IT
	15,000.00	1.1650.410 Central Communications	1.1315.441 Contractual_IT

*Contingent on approval of award to MVP Consulting for Contractual Information Technology Services dated January 8, 2018.

Regards,



Amanda Reimer
City Accountant

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2018 JAN 9 PM 3:30
NORTH TONAWANDA NY

Budgetary Transfer Request Form

Department: Police

Date: 1.8.2018

Dollar Amount	Appropriation Accounts and Documentation	
\$10,000.00	From Appropriation Account <u>1.3120.420</u> Account Number	Into Appropriation Account <u>1.3120.231</u> Account Number
	R&M Account Description	Police Vehicles Account Description
<p>Explanation: NTPD would like to transfer \$10,000 from our Repairs and Maintenance budget and transfer it into our Police Vehicle budget.</p> <p>This year we would like to place the \$10,000 into a new patrol vehicle rather than put the money into an older vehicle that would need more maintenance throughout the year. By doing this we would be able to keep a newer patrol vehicle on the road rather than have an older patrol vehicle sitting in the mechanic's shop getting worked on.</p>		
Please Check One (V)		
Common Council Action	<input type="checkbox"/>	No Common Council Action
<p>Budgetary Transfer Policy</p> <p>2.11 - Budgetary transfers can be initiated by a Department Head on his or her signature if all of the following criteria is met:</p> <ol style="list-style-type: none"> 1. Transfer of appropriations is less than \$1000.00 2. Transfer is between existing appropriation accounts within the Department's Budget 3. Within the fiscal year, aggregate transfers, made in any one appropriation account do not exceed \$1000.00 <p>2.21 - Budgetary transfers must be initiated by a Department Head through the Common Council if one of the following criteria is met:</p> <ol style="list-style-type: none"> 1. Transfer of appropriations is over \$1000.00 2. Transfer involves the establishment of a new appropriation account; or, 3. Transfer is between Department's (not within one Department's own Budget) 		
<p style="text-align: right;"><i>Paul S. [Signature]</i></p> <p>Department Head Signature</p>		<p><u>1.8.2018</u></p> <p>Date</p>

For Accounting Department Use Only

Control #	Department of Accounting Audit	Common Council Meeting Date

XXXI

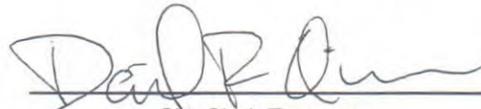
JAN 16 2018

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	9	90.00
			Sub-Total:	\$90.00
A1603	Misc. Fees	Birth Certificates	26	260.00
		Death Certificates	51	510.00
		Deaths Recorded	13	0.00
		Miscellaneous	1	56.75
			Sub-Total:	\$826.75
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
			Sub-Total:	\$50.00
A2501	Snowplow Permit	Snowplow Permit	16	460.00
			Sub-Total:	\$460.00
A2505	Marriage License Fee	Marriage License Fee	6	105.00
			Sub-Total:	\$105.00
A2506	Conservation	Conservation	9	18.21
			Sub-Total:	\$18.21
A2540	Racing & Wagering Fees	Bingo License	24	180.00
		Bingo Proceeds	3	0.00
			Sub-Total:	\$180.00
A2541	Racing & Wagering Fees	Bell Jar License	2	20.00
			Sub-Total:	\$20.00
A2542	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	61	366.00
		Female, Unspayed	7	84.00
		Male, Neutered	55	330.00
		Male, Unneutered	8	96.00
		Replacement Tags	2	6.00
			Sub-Total:	\$882.00
A2610	Minor Sales	Parking Tickets	21	4,180.00
			Sub-Total:	\$4,180.00

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2018 JAN 2 AM 11:11
NORTH TONAWANDA NY

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
Total Local Shares Remitted:				\$6,811.96
Amount paid to:	New York State Comptroller			270.00
Amount paid to:	New York State Comptroller's Office			30.00
Amount paid to:	New York State Department of Health			135.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			161.00
Amount paid to:	NYS Environmental Conservation			615.79
Total State, County & Local Revenues:		\$8,023.75	Total Non-Local Revenues:	\$1,211.79

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.



 City Clerk-Treasurer

 1/2/18
 Date

DANIEL R. QUINN
City Clerk-Treasurer
danquinn@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

XXV.J
City of North Tonawanda

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

1/9/2018

Treasurer's Office (716) 695-8855
Clerk's Office (716) 695-8855
Fax (716) 695-8857

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CITY CLERK'S OFFICE

2018 JAN 9 PM 3:06
NORTH TONAWANDA NY

JAN 16 2018

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

Dear Sirs and Mesdames:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of December 2017.

General Fund

Balance Fwd - Checking	320,366.36
Balance Fwd - Money Market	5,800,410.61
Receipts for the month	5,490,608.19
Warrants Drawn	(6,121,121.97)
	<hr/>
	\$5,490,263.19

Sewer Fund

Balance Fwd - Checking	96,854.05
Balance Fwd - Money Market	1,097,987.19
Receipts for the month	997,898.65
Warrants Drawn	(482,417.62)
	<hr/>
	\$1,710,322.27

Water Fund

Balance Fwd - Checking	311,579.19
Balance Fwd - Money Market	2,728,809.31
Receipts for the month	707,359.58
Warrants Drawn	(286,290.95)
	<hr/>
	\$3,461,457.13

Trust & Agency Fund

Balance Fwd - Checking	340,568.92
Receipts for the month	335,311.08
Warrants Drawn	(85,373.86)
	<hr/>
	\$590,506.14

Capital Construction Fund

Balance Fwd - Checking	53,852.57
Balance Fwd - Money Market	1,962,387.81
Receipts for the month	941,796.77
Warrants Drawn	(378,404.60)
	<hr/>
	\$2,579,632.55

Community Development Fund

Balance Fwd - Checking	40,934.91
Receipts for the month	36.50
Warrants Drawn	0.00
	<hr/>
	\$40,971.41

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	232,612.00
Warrants Drawn	(232,612.00)
	<hr/>
	\$0.00

Housing Rehabilitation Fund

Balance Fwd	85,624.69
Receipts for the month	2.24
Warrants Drawn	0.00
	<hr/>
	\$85,626.93

Home Rehabilitation Fund

Balance Fwd	62,159.56
Receipts for the month	0.00
Warrants Drawn	(36.50)
	<hr/>
	\$62,123.06

Section 108 Fund

Balance Fwd	4,197.71
Receipts for the month	119,461.47
Warrants Drawn	0.00
	<hr/>
	\$123,659.18

Respectfully submitted,



Daniel R. Quinn
City Clerk - Treasurer

CITY OF NORTH TONAWANDA
Senior Citizen Center
110 Goundry St.
North Tonawanda, New York 14120
716-695-8582

~~XXX~~, 2

JAN 16 2018

January 2, 2018

The Honorable Mayor Arthur Pappas
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 December 2017.

Senior Center's Total Monthly Attendance **1,321**

Recreation Programs: Santa's Workshop, day trip, bingo, card parties, special events, general membership meetings, club 99, club activities, newsletter, games & pool room.

Unduplicated: 674

Duplicated: 149

Educational Programs: Technology corner, speaker's series & Information/Referral

Unduplicated: 22

Duplicated: 13

Service Programs: grocery shopping, Food Pantry, nutrition, NIACAP & attorney services

Unduplicated: 334

Duplicated: 129

Sincerely,

Pamela A. Hogan

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2018 JAN 2 PM2:39
NORTH TONAWANDA NY



Department of Police

CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, N.Y. 14120-5491

XXV.3
TELEPHONE
(716) 692-4111
FACSIMILE
(716) 692-4321
EMERGENCY NO.
9-1-1

JAN 16 2018

January 11, 2018

Honorable Mayor Arthur G. Pappas and
Members of the City of North Tonawanda Common Council

Ladies and Gentlemen:

Please find attached the Summary of Police Activities Report, the Summary of Criminal Activities Report and the V&T Report for the month December 2017.

Respectfully submitted,

Roger R. Zgolak
Chief of Police

cc: Robert Pecoraro
cc: Austin Tylec
cc: Mark Berube
cc: Donna Braun
cc: Eric Zamilka

RRZ/sd

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2018 JAN 11 AM 11:15
NORTH TONAWANDA NY

NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF DECEMBER 2017
--

CRIMINAL

Complaints received and investigated	114
Complaints cleared by arrest or exceptional clearance	70
Complaints ruled unfounded	0
Number of males arrested under 18: 3 over 18: 32	35
Number of females arrested under 18: 2 over 18: 9	11
Arrests for other authorities	0
Failure to Appear/Violation of Probation Warrant Arrests	24
Above complaints cleared by J.A.B.	9
Complaints cleared by J.A.B. from previous months	12

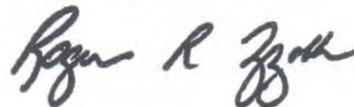
TRAFFIC

Traffic summonses issued	206
DWI arrests	6
Parking tags issued	187

MISCELLANEOUS

Miscellaneous service	1,975
Incident reports	141
Vehicle accidents	86
Vehicle accidents (fatal)	0
Vehicle stops	214
Police escorts	40
Prisoner meals	64
911 Emergency calls	0
Mug shots taken	36
Fingerprints taken	36
Persons missing and located	2
Automobiles stolen	3
Automobiles recovered	4
Automobiles recovered for other authorities	0
Record check fees	\$ 90.00
Photocopy fees	\$ 10.75
Fingerprint fees	\$ -
Fines collected	\$ 23,477.00
Value of property damaged	\$ 9,878.00
Value of property stolen	\$ 103,730.02
Value of property recovered	\$ 17,572.98

Respectfully submitted,



Roger R. Zgolak
Chief of Police

RRZ/sd

NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF DECEMBER 2017
--

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	<u>COMPLAINTS</u>		
	Received	Cleared	Unfounded
AGG. ASSAULT	1	0	
ALL OTHER OFFENSES	5	3	
ARSON	0	0	
BURGLARY	9	3	
COERCION	0	0	
CRIMINAL MISCHIEF	11	2	
CRIM POSS WEAPON	0	0	
DIS CON/HARASS	15	7	
DRUG OFFENSES	3	2	
EMBEZZLEMENT	0	0	
FAILURE TO APPEAR	24	24	
FORGERY	0	0	
FRAUD (ID THEFT)	3	1	
LARCENY	26	12	
LEAVING THE SCENE	10	2	
MURDER	0	0	
RAPE	0	0	
ROBBERY	0	0	
SEXUAL OFFENSES	1	0	
SIMPLE ASSAULT	3	2	
STOLEN PROPERTY	0	0	
UNAUTH USE M/V	3	1	
VIOL OF PROBATION	0	0	
ARRESTS FOR OTHER AUTHORITIES		0	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		11	
TOTALS	114	70	0
# OF ABOVE COMPLAINTS CLEARED BY JAB		9	
# CLEARED BY JAB FROM PREV MONTHS		12	

V & T REPORT FOR THE MONTH OF DECEMBER 2017

SPEEDING	55
REDLIGHT VIO.	18
STOP SIGN VIO.	21
NO REGISTRATION	9
NO LICENSE	10
FAULTY EQUIPMENT	19
NO INSPECTION	27
FAILED TO YIELD RIGHT OF WAY	2
SEAT BELT VIO.	1
NO INSURANCE	1
LICENSE PLATE VIO.	1
IMPROPER TURN	3
DROVE ON LEFT OF PAVEMENT MARKINGS	3
FAILED TO KEEP RIGHT	1
FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST	2
AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE	2
FAILURE TO NOTIFY COMMISSIONER OF CHANGE OF ADDRESS	2
UNSAFE BACKING	1
MISCELLANEOUS	19

TOTAL

TRAFFICE MISD.

#OF COMPLAINTS/ARRESTS

DWI-----	6
OPERATING WHILE REG. SUSPENDED/REVOKED-----	2
AGGRAVATED UNLICENSED OPERATION 3 RD -----	4
AGGRAVATED UNLICENSED OPERATION 2 ND -----	1
RECKLESS DRIVING-----	3

FELONIES

None

FINES:

(CITY IMPOSED):

TRAFFIC:	\$ 19,262.00
PENAL LAW:	\$ 35.00
CITY ORDINANCE:	\$ 0
BAIL FORFEITURE:	\$ 0
ABC VIOLATION:	\$ 0
PARKING TAGS:	\$ 4,180.00
TOTAL FINES	<u>\$ 23,477.00</u>

MUG SHOTS: 36

PARKING TAGS: 187

MEAL TICKETS: 64

XXVI: 1

JAN 16 2018

MEMO

Building Inspector's Office
City of North Tonawanda
(716) 695-8595
FAX (716) 695-8544

To: Hon. Arthur Pappas & Council

Date: January 3, 2018

From: Cosimo R. Capozzi
Building Inspector

Re: Vacation/Sick days
report Jan-December 2017

Attached, please find copies of the vacation and sick days report for January 1 through December 31, 2017

Cc. file
Mayor
Council
Accounting

Cosimo R. Capozzi

Building Inspector

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CITY CLERK'S OFFICE
2018 JAN 3 PM3:21
NORTH TONAWANDA NY

City of North Tonawanda

CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED 1/1/2017 THROUGH 12/31/2017

Cosimo R. Capozzi – Building Inspector

<u>Sick Days</u>	Balance Forward	166	Days
	Earned	12	Days
	Used	0	Days
	Sick Bank Donation	0	Days
	Remaining	178	Days

<u>Vacation Days</u>	Balance forwarded	14	Days
	Earned	25	Days
	Used/cashed in	30	Days
	Remaining (2017)	9	Days

	Balance forwarded	2	
<u>Birthday &</u>	Earned	1	Days
<u>Personal days</u>	Used	0	Days
	Remaining	3	Days

City of North Tonawanda

CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED 1/1/2017 THROUGH 12/31/2017

John Stahlman -Assistant Building Inspector

<u>Sick days</u>	Balance Forward	379 days
	Earned	18 days
	Used	2 days
	Sick Bank Donation	0 days
	Remaining	395 days

<u>Vacation days</u>	Carryover from 2016	7 days
	Earned	25 days
	Used	32 days
	Remaining	0 days

<u>Birthday & Personal days</u>	Earned	5 days
	Used	5 days
	Remaining	0 days

City of North Tonawanda

**CONSOLIDATED SICK DAY, VACATION DAY, PERSONAL DAY &
BIRTHDAY SCHEDULE**

DEPARTMENT OF BUILDING INSPECTION

PERIOD COVERED January 1 2017 to December 31 2017

Robert C DePaolo Code Enforcement Electrical Inspector

	Balance Forward	28	Days
	Earned	12	Days
<u>Sick days</u>	Used	0	Days
	Remaining	40	Days

<u>Vacation days</u>	Balance Forward	0	Days
	Earned	11	Days
	Used/Cashed	3	Days
	Remaining	8	Days

<u>Birthday & Personal days</u>	Earned	5	Days
	Used	5	Days

01/02/2018
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 2018 JAN 2 PM 1:31
 NORTH TONAWANDA NY

North Tonawanda City Clerk-Treasurer Monthly Report
 January 01, 2017 - December 31, 2017

XXVII
 JAN 16 2018

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	140	1,390.00
		Xerox Copies	74	18.50
		Sub-Total:		\$1,408.50
A1550	Minor Sales	Public Pound Fee	67	685.00
		Sub-Total:		\$685.00
A1603	Misc. Fees	Birth Certificates	534	5,340.00
		Death Certificates	1266	12,880.00
		Deaths Recorded	194	0.00
		Free Birth Certificates	8	0.00
		Free Death Certificates	3	0.00
		Geneology Birth	9	99.00
		Geneology Death	20	220.00
		Geneology Search	2	22.00
		Miscellaneous	2	76.75
		Replacement Death Certificates	4	4.00
				Sub-Total:
A1980	Minor Sales	City Market	82	28,190.00
		Sub-Total:		\$28,190.00
A2110	Planning & Zoning Fees	Board of Appeals App.	29	1,450.00
		Planning - Rezoning	9	900.00
		Terrace Park. Permit	28	140.00
		Terrace Parking App	2	40.00
		Sub-Total:		\$2,530.00
A2410	Minor Sales	Boathouse 2016	1	950.00
		BOATHOUSE 2017	23	22,700.00
		Sub-Total:		\$23,650.00
A2501	Minor Sales Permit Fees Snowplow Permit	Solicitors Permit - Yearly	6	150.00
		Chicken Permits	4	100.00
		Christmas Tree Permit	1	1.00
		Food Truck	7	570.00
		Snowplow Permit	41	1,485.00
		Sub-Total:		\$2,306.00
A2505	Marriage License Fee	Marriage License Fee	209	3,657.50
		Sub-Total:		\$3,657.50
A2506	Conservation	Conservation	173	1,317.84
		Sub-Total:		\$1,317.84
A2508	Minor Sales Miscellaneous	Auction	1	20.00
		Miscellaneous	1	100.00
		Sub-Total:		\$120.00
A2540	Racing & Wagering Fees	Bingo License	46	345.00
		Bingo Proceeds	94	1,566.69
		Sub-Total:		\$1,911.69

Account#	Account Description	Fee Description	Qty	Local Share
A2541	Racing & Wagering Fees	Bell Jar License	2	20.00
		Games of Chance License	3	30.00
		Sub-Total:		\$50.00
A2542	Dog Licensing	Exempt Dogs	10	0.00
		Female, Spayed	1058	6,348.00
		Female, Unspayed	67	804.00
		Male, Neutered	957	5,742.00
		Male, Unneutered	117	1,404.00
		Replacement Tags	17	51.00
	Sub-Total:		\$14,349.00	
A2610	Minor Sales	Parking Tickets	267	45,913.00
		Sub-Total:		\$45,913.00

Total Local Shares Remitted: \$144,730.28

Amount paid to:	New York State Comptroller	517.50
Amount paid to:	New York State Comptroller's Office	75.00
Amount paid to:	New York State Department of Health	4,702.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program	2,568.00
Amount paid to:	NYS Environmental Conservation	24,049.16

Total State, County & Local Revenues: \$176,642.44

Total Non-Local Revenues: \$31,912.16

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.



 City Clerk-Treasurer

1/2/2018

 Date

XXVII, 2

JAN 16 2018

MEMO

Building Inspector's Office

City of North Tonawanda

(716) 695-8595

FAX (716) 695-8544

To: Hon. Mayor & Council

Date: January 3, 2018

**From: Cosimo R. Capozzi
Building Inspector**

Re: Annual revenue report

Attached, please find a copy of our revenue report for the period of January 1 to December 31, 2017.

Thanks to our new permit and licensing fees this department has generated an additional \$167,009.00 in revenue on a total of 22 million dollars in construction costs.

Cosimo R. Capozzi

**Cc. file
Mayor
Council
Accounting**

Building Inspector

RECEIVED
CITY CLERK'S OFFICE
2018 JAN 3 PM3:21
NORTH TONAWANDA NY

Memo

Building Inspector's Office
City of North Tonawanda
(716) 695-8595
FAX (716) 695-8544

To: Honorable Mayor and Common Council

Date: January 3, 2018

**From: Cosimo R. Capozzi
Building Inspector**

**Re: Revenue Report
January 1 to December 31, 2017**

**Following is a summary report of activities in the Building Department from
January 1 to December 31, 2017.**

Contractor licenses- 666 licenses issued,	\$ 83,250.00
Building Permits- 1,813 permits,	\$ 277,989.39
Plumbing Licenses- 82 licenses,	\$ 8,250.00
Plumbing exam fees	\$ 3,850.00
Plumbing Permit fees	\$ 55,035.00
Auto dealer/storage licenses- 21 licenses,	\$ 2,300.00
Property research	\$ 2,130.00
Total collected to date-	\$ 441,604.39

Cc. File

CITY OF NORTH TONAWANDA
Senior Citizen Center
110 Goundry St.
North Tonawanda, New York 14120
716-695-8582

XXVII, 3

JAN 16 2018

January 3, 2018

The Honorable Mayor Arthur Pappas
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 Year 2017.

Senior Center's Total Monthly Attendance **16,140**

Recreation Programs: Santa's Workshop, day trip, bingo, card parties, special events, general membership meetings, club 99, club activities, newsletter, games & pool room.

Unduplicated: 5,995

Duplicated: 1,804

Educational Programs: Technology corner, speaker's series & Information/Referral

Unduplicated: 530

Duplicated: 358

Service Programs: grocery shopping, Food Pantry, Niagara County Nutrition Program, NIACAP & attorney services

Unduplicated: 4,945

Duplicated: 2,508

Sincerely,

Pamela A. Hogan

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CITY CLERK'S OFFICE
2018 JAN 4 AM 9:09
NORTH TONAWANDA NY



Department of Police

CITY OF NORTH TONAWANDA
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North Tonawanda, N.Y. 14120-5491

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JAN 16 2018

January 11, 2018

Honorable Mayor Arthur G. Pappas and
Members of the City of North Tonawanda Common Council

Ladies and Gentlemen:

Please find attached the Summary of Police Activities Report, the Summary of Criminal Activities Report and the V&T Report for the year 2017.

Respectfully submitted,

Roger R. Zgolak
Chief of Police

cc: Robert Pecoraro
cc: Austin Tylec
cc: Mark Berube
cc: Donna Braun
cc: Eric Zadilka

RRZ/sd

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NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF POLICE ACTIVITIES FOR THE YEAR 2017

CRIMINAL

Complaints received and investigated	1,625
Complaints cleared by arrest or exceptional clearance	936
Complaints ruled unfounded	2
Number of males arrested	410
under 18: 23	over 18: 387
Number of females arrested	166
under 18: 15	over 18: 151
Arrests for other authorities	20
Failure to Appear/Violation of Probation Warrant Arrests	340
Above complaints cleared by J.A.B.	170
Complaints cleared by J.A.B. from previous months	88

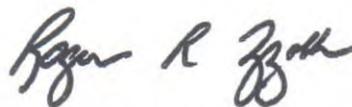
TRAFFIC

Traffic summonses issued	5,572
DWI arrests	107
Parking tags issued	1,777

MISCELLANEOUS

Miscellaneous service	29,646
Incident reports	1,848
Vehicle accidents	696
Vehicle accidents (fatal)	2
Vehicle stops	5,699
Police escorts	523
Prisoner meals	809
911 Emergency calls	0
Mug shots taken	513
Fingerprints taken	513
Persons missing and located	46
Automobiles stolen	26
Automobiles recovered	22
Automobiles recovered for other authorities	0
Record check fees	\$ 1,905.00
Photocopy fees	\$ 120.25
Fingerprint fees	\$ -
Fines collected	\$ 458,315.59
Value of property damaged	\$ 136,990.87
Value of property stolen	\$ 724,673.45
Value of property recovered	\$ 225,722.97

Respectfully submitted,



Roger R. Zgolak
Chief of Police

RRZ/sd

NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE YEAR 2017

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	<u>COMPLAINTS</u>		
	Received	Cleared	Unfounded
AGG. ASSAULT	19	8	0
ALL OTHER OFFENSES	75	45	1
ARSON	4	0	0
BURGLARY	84	22	0
COERCION	0	0	0
CRIMINAL MISCHIEF	151	40	0
CRIM POSS WEAPON	7	5	0
DIS CON/HARASS	211	80	0
DRUG OFFENSES	121	100	0
EMBEZZLEMENT	0	0	0
FAILURE TO APPEAR	339	339	0
FORGERY	9	0	0
FRAUD (ID THEFT)	43	2	0
LARCENY	347	90	1
LEAVING THE SCENE	116	27	0
MURDER	0	0	0
RAPE	3	2	0
ROBBERY	6	0	0
SEXUAL OFFENSES	15	3	0
SIMPLE ASSAULT	49	39	0
STOLEN PROPERTY	6	3	0
UNAUTH USE M/V	19	3	0
VIOL OF PROBATION	1	1	0
ARRESTS FOR OTHER AUTHORITIES		20	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		107	
TOTALS	1625	936	2
# OF ABOVE COMPLAINTS CLEARED BY JAB		142	
# CLEARED BY JAB FROM PREV MONTHS		80	

VIO.'s:

SPEEDING	1,970
RED LIGHT VIOLATION	296
STOP SIGN VIOLATION	449
NO REGISTRATION	151
NO LICENSE	161
FAULTY EQUIPMENT	442
NO INSPECTION	472
FAILED TO YIELD RIGHT OF WAY	69
SEAT BELT VIOLATION	242
NO INSURANCE	24
LICENSE PLATE VIOLATION	49
IMPROPER TURN	173
DROVE ON LEFT OF PAVEMENT MARKINGS	77
FAILED TO KEEP RIGHT	13
FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST	19
AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE	56
FAILURE TO NOTIFY COMMISSIONER OF CHANGE OF ADDRESS	51
UNSAFE BACKING	24
MISCELLANEOUS	451

TOTAL	5,189
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MISD.'s:

DWI	104
AGGRAVATED UNLICENSED OPERATION 3 RD	185
AGGRAVATED UNLICENSED OPERATION 2 ND	66
OPERATING WHILE REGISTRATION SUSPENDED/REVOKED	53
SPEED CONTEST UNAUTHORIZED	1
RECKLESS DRIVING	4
DISPLAYED FORGED CERT. OF INSPECTION	2

TOTAL	415
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FELONY's:

AGGRAVATED UNLICENSED OPERATION 1 ST	5
DWI	3

TOTAL	8
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GRAND TOTAL	5,612
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CFO - A.

January 2, 2018

JAN 16 2018

Mayor Art Pappas
City of North Tonawanda Common Council,

On behalf of Pist’N Broke Cruisers Car Club, we would like to thank you for allowing us to have a very successful 2017 Webster Street Classic Car Cruise. The 2017 Cruise was made possible with open discussions, meetings and concessions by all parties involved. Our continual success began with your support and continued with support from the Police Department and the Department of Public Works. Moreover, it was the backing of our Cruise sponsors, along with the Webster Street merchants and those in attendance, which made our Monday Night Webster Street Classic Car Cruise, a place to be for car enthusiasts and all who visited Historic Downtown.

Our enemy for the 2017 Cruise was the weather. We found ourselves losing about a third of our Monday Nights to rain. However, Cruisers are persistent, and when the sun stayed out and the clouds rolled away the Cruisers rolled in. But we also found ourselves placed in a position many, many times of having to turn away cruisers, as we literally ran out of room. This demonstrates to us, we are growing and moreover, our Cruise is gaining popularity.

For 2018, we are requesting your sustained support and approval to host the 2018 Webster Street Classic Car Cruise every Monday night from 6PM-9PM, May 28 through September 3, 2018 (with the exception of Canal Fest Week). We are requesting to expand our Webster Street Cruise footprint to include: the use of the Webster Street from Tremont Street north to Main Street and Goundry Street from Webster to Manhattan and Webster to Main Street. As in the past, we would seek the assistance of the Police Department to post signage “No Parking” from 5PM-9PM, along this route. We will need the continued support of the Department of Public Works to provide enough barricades to block vehicle entry points to Webster Street. We will coordinate with the Police Department to effectively divert traffic and provide directions to other non-participating drivers as they enter these areas.

For 2017, we were able to make donations to the North Tonawanda High School DECA and Academy of Business and Finance Clubs. Participating students from both of these organizations assisted on scheduled different Monday Nights. Pist’N Broke Cruisers overseen the Cruise, while the students helped at the entrance gate and handed out drivers tickets. Proceeds from the 50/50 for these nights were given to the club which assisted that night.

You must know the ultimate success of this event comes from the support of many of our local businesses, the Webster Street Merchants and others, who participated by donating weekly door prizes and purchasing ads. We are the only local Cruise in which every participating driver who enters the cruise receives a drivers ticket and a chance to win weekly door prizes provided by our sponsors and the Pist’N Broke Cruisers Car Club.

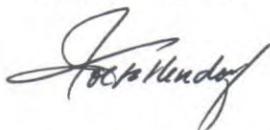
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This highly successful and much spoke about event, cannot continue without your support. We and the multitude of car enthusiasts, local businesses and mostly the hundreds of visitors that came to the Historic Webster Street, wish to thank you for your support of the Webster Street Classic Car Cruise.

In anticipation of your approval, we will coordinate with City Attorney to sign necessary agreements and provide the required insurance. We will organize efforts with the Police and Public Works Departments to effectively divert traffic from Webster Street and to set up and tear down the barricades.

Thank you in advance for anticipated approval of our request.

Respectfully submitted,



Pist'n Broke Cruisers
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cc: Mayor Art Pappas
City Clerk
Common Council