

City of North Tonawanda

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

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

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

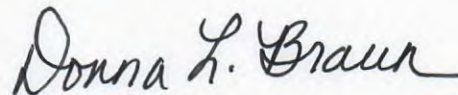
October 13, 2022

The following meetings have been scheduled for TUESDAY, OCTOBER 18, 2022:

6:15PM Common Council Discussion

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

Respectfully submitted,



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

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

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, OCTOBER 18, 2022 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 9/17/2022

- 1) Legal Notice – Request for Bids to replace the roof and gutters at the Deerwood Restaurant – Dir. Youth, Recreation, Parks & Seniors
- 2) Legal Notice – Request for Proposals to provide Design and Assessment Services on Sludge Processes for the North Tonawanda Wastewater Treatment Plant – Supt. Water/Wastewater

PROOF OF PUBLICATION PUBLISHED 9/22, 9/23 AND 9/24/2022

- 1) Legal Notice – Public Hearing for consideration of an application under the 2022 Restore New York Community Initiative for 621 Payne Avenue – Dir. Community Development

PROOF OF PUBLICATION PUBLISHED 10/05/2022

- 1) Legal Notice – Public Hearing for oral comments and questions on the 2023 Budgets – City Clerk-Treasurer and City Accountant

COMMUNICATIONS FROM CITY OFFICIALS

- II. Attorney - Re: Proposed PILOT Agreement between Magnolia Housing Development Fund Corporation, Magnolia Housing, LLC, and City of North Tonawanda for the Elizabeth Harvey Apartments**
- VI.1 Supt. Water/Wastewater - Re: Approval of Proposal for the WWTP Pipe Assessment from Arcadis Engineering**

- VI.2 Supt. Water/Wastewater - Re: Approval of Proposal for the WWTP Sludge Handling Assessment from Arcadis Engineering
 - VII.1 Accountant - Re: Payment of the Abstract of Claims Dated October 18, 2022
 - VII.2 Accountant - Re: Approval of the 2023 Part-Time Wage Schedule
 - X. Police Chief - Re: Reappointment of Erik Herbert as Commissioner of Deeds for the City of North Tonawanda
 - XI. Fire Chief - Re: Approval to Amend North Tonawanda City Code Chapter 36A-2 Emergency Services Cost Recovery
- XXV. Monthly Reports
- .1 Clerk-Treasurer
 - .2 Senior Citizen Center

COMMUNICATIONS FROM OTHERS

- A.
Sweeney Hose Co. - Re: Approval to add two (2) requests to their 2022 Fundraising Events
- B.
Columbia Hook & Ladder Co. - Re: Approval to remove James E. Farrell from the North Tonawanda Fire Roll
- C.
Project Pride - Re: Permission to install Welcome Signs and Plantings on two (2) City Gateway locations on Twin City Highway

Respectfully submitted,

Donna L. Braun
City Clerk-Treasurer

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

OCT 18 2022

Janet M. Slipko, 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 # 305894
was printed and published in said paper on the following dates:

09/17/2022

Janet M. Slipko
Principal Clerk

Subscribed and sworn to before me this
9-26-22

Teresa L McCarthy

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

2022 OCT 5 AM 11:20
NORTH TONAWANDA NY

Legal Notice
Request for Bids

City of North Tonawanda, Department of Parks & Recreation is seeking a certified roofing contractor to replace the roof and gutters at the Deerwood Restaurant (1818 Sweeney Street, North Tonawanda, NY 14120). Sealed bid proposals for the upgrades will be received by the City of North Tonawanda in the Clerks Office, 216 Payne Avenue, North Tonawanda, NY 14120, until September 29 at 11:00am (EST) at which time they will be opened publicly.

Specifications for bid proposal are available at www.ntparksrec.com and www.northtonawanda.org.

North Tonawanda Parks & Recreation
Attn: Deerwood Restaurant
Roof & Gutter Replacement
216 Payne Ave
North Tonawanda, NY 14120

All questions shall be submitted in writing and shall be emailed to mborowiec@northtonawanda.org

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

N#305894

9/17/2022

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

OCT 18 2022

RECEIVED
CITY CLERK'S OFFICE

Janet M. Slipko, 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 # 305051 was printed and published in said paper on the following dates:

09/17/2022

Janet M. Slipko

Principal Clerk

Subscribed and sworn to before me this

9.26.22

Teresa L. McCarthy

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

2022 OCT 5 AM 11:22
NORTH TONAWANDA NY

Legal Notice
Wastewater Treatment Plant Sludge Process
Request for Proposals

Sealed proposals will be received by the City of North Tonawanda at the Wastewater Treatment Plant, 830 River Rd, North Tonawanda, NY 14120, until Friday, September 30, 2022, at 3:00pm (EST) from qualified engineering firms, located and authorized to do business in the State of New York, to provide design and assessment services on Sludge Processes for the City of North Tonawanda Wastewater Treatment Plant.

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 Donna Braun at (716)-695-8555 or email to: dbraun@northtonawanda.org. Each proposal shall contain the full name and address of each person or company submitting the proposal. Proposals shall be delivered NO LATER THAN Friday, September 30, 2022, at 3:00pm (EST) to:

Jason W. Koepsell
Superintendent of Water/ Wastewater
City of North Tonawanda
830 River Rd
North Tonawanda, NY 14120

All questions shall be submitted in writing and shall be mailed or emailed to: Jason Koepsell, Superintendent of Water/ Wastewater, 830 River Rd North Tonawanda, NY 14120, or Jkoepsell@northtonawanda.org.

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#305051 9/17/2022

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

OCT 18 2022

Janet M. Slipko, 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 # 306110 was printed and published in said paper on the following dates:

09/22/2022 09/23/2022 09/24/2022

Janet M. Slipko
Principal Clerk

Subscribed and sworn to before me this
9.27.22

Teresa L. McCarthy
Teresa L McCarthy 02/26/2026

Notary Public Expiration Date

2022 OCT 5 AM 11:21
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

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
NOTICE OF PUBLIC HEARING**

The City of North Tonawanda is considering submission of an application under the 2022 Restore New York Community Initiative through the Empire State Development Corporation. The Restore New York Community Initiative program provides resources on a competitive basis to address serious needs relating to structures in need of renovation, reconstruction, or demolition.

A public hearing will be held on Tuesday, September 27th 2022 at 6:00 PM in the City Council Chambers at City Hall, 216 Payne Avenue, North Tonawanda, New York 14120. Accommodations for disabled and non-English speaking residents will be made available upon advanced request. Residents who cannot 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

Property Assessment List

#	Site Name/Address	Sq. Ft.	R- Residential	DM-Demolition	V-Vacant
			C- Commercial	DC-Deconstruction	A- Abandoned
				RH-Rehabilitation	C- Condemned
				RC-Reconstruction	S-Surplus
1	621 Payne Avenue	95,795	R	RH	V
N# 306110					9/22,23,24/2022

City of North Tonawanda

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

11.

OCT 18 2022
TELEPHONE
(716) 695-8590
FAX (716) 695-8592

EDWARD A. ZEBULSKE, III
CITY ATTORNEY

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

October 13, 2022

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

RE: Proposed PILOT Agreement between Magnolia Housing Development Fund Corporation, Magnolia Housing, LLC, and City of North Tonawanda for the Elizabeth Harvey Apartments


Dear Honorable Body:

Attached is a proposed PILOT Agreement between Magnolia Housing Development Fund Corporation/ Magnolia Housing, LLC, 1219 North Forest Road, Williamsville, NY 14221, and the City of North Tonawanda, to facilitate the development and rehabbing the Elizabeth Harvey Apartments, 525 Oliver Street, North Tonawanda, NY. The PILOT offers tax relief for a term of twenty (20) years, beginning on the first tax status date following execution.

Should your Honorable Body concur, please pass a resolution to permit the execution of the PILOT 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
2022 OCT 13 PM 1:28
NORTH TONAWANDA NY

PAYMENT IN LIEU OF TAXES AGREEMENT

This Payment in Lieu of Taxes Agreement (“Agreement”) is made as of the ____ day of _____, 2022, by and between **THE CITY OF NORTH TONAWANDA**, a municipal corporation organized and existing under the laws of the State of New York (the “City”), **MAGNOLIA HOUSING DEVELOPMENT FUND CORPORATION**, a New York not-for-profit corporation organized pursuant to Article XI of the New York State Private Housing Finance Law (the “PHFL”) with offices at 1219 North Forest Road, Williamsville, New York, 14221, (the “HDFC”) and **MAGNOLIA HOUSING LLC**, a New York limited liability company with offices at 1219 North Forest Road, Williamsville, New York 14221 (the “Company” and together with the HDFC, the “Owner”).

WHEREAS, the HDFC shall be the nominal fee title owner and the Company shall be the beneficial and equitable fee title owner of certain real property located at 525 Oliver Street in the City of North Tonawanda, State of New York and the County of Niagara and more particularly described as Parcel ID 182.62-1-1.1 (the “Property”); and

WHEREAS, the Owner will obtain title to the Property for the purpose of rehabilitating and developing and affordable housing project, pursuant to Article XI of the PHFL; and

WHEREAS, the Owner was formed in order to facilitate the development and rehabilitation of the Project by People Inc. (the “Sponsor”), a not-for-profit corporation organized under the laws of the State of New York, by using federal low-income housing tax credits in order to raise financing for the Project, and had the Sponsor taken title to the Project in its own name, it would have been entitled to a full exemption from real property taxes without the requirement of an agreement for payments in lieu of taxes; and

WHEREAS, during the term of this Agreement, the rents to be charged for apartment units in the Project may be no greater than those permitted by the New York State Division of Housing and Community Renewal pursuant to the Low-Income Housing Tax Credit provisions of Section 42 of the United States Internal Revenue Code, as amended; and

WHEREAS, in order to make the undertaking of this project economically feasible for the Owner, it is necessary to obtain tax relief from the City on the improvements, while still providing payments to the City and the County to compensate for services provided by them which are utilized by the Project; and

WHEREAS, the City wishes to grant the Owner such tax relief as permitted pursuant to Section 577 of the PHFL, in order to facilitate the rehabilitation of the structure situated on the Property; and

WHEREAS, on [October 18, 2022], the Common Council of the City duly adopted a Resolution approving the project as to conformity with the provisions and purposes of Article XI of the PHFL, granting a real property tax exemption to the Property under Section 577 of the PHFL, and authorizing the Mayor to enter into a Payment in Lieu of Taxes

Agreement with the Owner providing for payments as set forth herein;

NOW, THEREFORE, in consideration of the mutual covenants herein described, the receipt and sufficiency of which are hereby acknowledged, it is hereby agreed as follows:

1. *Grant of Exemption.* The City hereby grants to the Owner an exemption from local and municipal taxes, other than assessments for local improvements or by special districts, under the provisions of Section 577 of the PHFL and pursuant to the terms set forth in this Agreement.

2. *Property to Which Exemption Applies.* The Property to which this exemption applies is that parcel of property, located at 525 Oliver Street in the City of North Tonawanda, New York, and more particularly described as Parcel ID 182.62-1-1.1.

3. *Exemption From Tax.* Except as provided in paragraph 4 below, the improvements to the Property shall be exempt from any and all real property taxes measured by reference to the assessed value of the Property during the term of this Agreement, provided, however, that the exemption provided in this Agreement shall not apply to assessments for local improvements or by special districts.

4. *Payment in Lieu of Taxes (PILOT).* Notwithstanding the foregoing, during the term of this Agreement, the Company shall make annual payments in lieu of taxes (PILOT) in the amounts set forth on Schedule A hereto, less any real property taxes actually required to be made to any taxing authority pursuant to Section 577 of the PHFL. These payments shall be made on or before February 15th of each year, commencing upon the first tax status date following execution of this Agreement. Late payments will be subject to the same late charges as imposed on the collection of taxes.

5. *Regulation of Rents.* During the term of this Agreement, the rents to be charged for apartment units in the project shall be no greater than those permitted by the New York State Division of Housing and Community Renewal pursuant to the Low-Income Housing Tax Credit provisions of Section 42 of the United States Internal Revenue Code, as amended.

6. *Termination of PILOT.* In the event that the Company is in default of the payments as outlined hereinabove for two (2) consecutive years, then the PILOT Agreement shall terminate, the exemption cease, and the improvements will be placed on the assessment roll by the Assessor of the City of North Tonawanda.

7. *Term of Agreement.* This Agreement shall become effective on the first tax status date following execution of this Agreement and continue for a term of 20 years thereafter.

***Remainder of Page Intentionally Left Blank
Signature Pages to Follow***

**SCHEDULE A
PAYMENTS IN LIEU OF TAXES**

Elizabeth Harvey PILOT	
Year	Proposed
1	\$ 6,682
2	\$ 6,882
3	\$ 7,088
4	\$ 7,301
5	\$ 7,520
6	\$ 7,746
7	\$ 7,978
8	\$ 8,217
9	\$ 8,464
10	\$ 8,718
11	\$ 8,979
12	\$ 9,249
13	\$ 9,526
14	\$ 9,812
15	\$ 10,106
16	\$ 10,410
17	\$ 10,722
18	\$ 11,044
19	\$ 11,375
20	\$ 11,716

(Resolution # _____)

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NORTH TONAWANDA AUTHORIZING A REAL PROPERTY TAX EXEMPTION AND THE EXECUTION OF A PAYMENT IN LIEU OF TAX (“PILOT”) AGREEMENT BY AND AMONG THE CITY OF NORTH TONAWANDA, NEW YORK, MAGNOLIA HOUSING DEVELOPMENT FUND CORPORATION, AND MAGNOLIA HOUSING LLC

WHEREAS, the City of North Tonawanda (the “City”) desires to encourage the development of affordable housing that is safe and sanitary; and

WHEREAS, People, Inc., a not-for-profit developer of affordable housing (“People”) is under contract to acquire property owned by EPO-Harvey Apartments, Limited Partnership located at 525 Oliver Street, in the City of North Tonawanda, Niagara County, New York, Parcel ID 182.62-1-1.1 on the tax map of the City and all existing improvements (collectively, the “Land”), for the purpose of rehabilitating the existing housing project for persons of low and middle income, said project to consist of: (i) the acquisition of the Land; (ii) rehabilitation thereon of twenty-four (24) units of housing for persons of low and middle income, and related improvements to be known as Magnolia Apartments (the “Improvements”); and (iv) the acquisition and installation therein and thereon of certain machinery, equipment, furniture, fixtures and other tangible personal property (the “Equipment”). The Land, Improvements and Equipment are collectively referred to in this resolution as the “Project”; and

WHEREAS, in order to own and develop the Project, People has formed two new entities known as (i) Magnolia Housing Development Fund Corporation, an Article XI New York Private Housing Finance Law corporation and a New York not-for-profit corporation (the “HDFC”), and (ii) Magnolia Housing LLC, a New York limited liability company (the “Company”) which will be controlled by People or an affiliate thereof; and

WHEREAS, the HDFC and the Company were formed for the purpose of providing residential rental accommodations for persons of low and middle income; and

WHEREAS, the HDFC will acquire fee title to the Land, as nominee for the Company, and will convey its equitable and beneficial interests in the Land to the Company in furtherance of the development of the Project; and

WHEREAS, the HDFC’s and the Company’s plan for the use of the Land constitutes a “housing project” as that term is defined in the Private Housing Finance Law of the State of New York (“PHFL”); and

WHEREAS, the HDFC is a “housing development fund company” as the term is defined in Section 572 of the PHFL and Section 577 of the PHFL authorizes the Common Council to exempt the Project from real property taxes and agree to a payment-in-lieu-of-taxes agreement with the HDFC and Company (“PILOT Agreement”); and

WHEREAS, the Company and the HDFC are willing to enter into a PILOT Agreement whereby they will make annual payments in lieu of taxes to the City as set forth in the PILOT

Agreement substantially in the form as presented to the Common Council for approval, a copy of which is attached;

NOW THEREFORE, BE IT RESOLVED that the Common Council hereby:

- (i) exempts the Project from all real property taxes to the extent authorized by Section 577 of the PHFL for a period of twenty (20) years; and
- (ii) approves the PILOT Agreement by and among the City of North Tonawanda, the Company and the HDFC, substantially in the form attached as Exhibit A, providing for annual payments as set forth in such PILOT Agreement; and it is

FURTHER RESOLVED, that the Mayor of the City of North Tonawanda is authorized to execute and deliver the foregoing PILOT Agreement on behalf of the City; and it is

FURTHER RESOLVED, that this resolution shall take effect immediately.



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD
NORTH TONAWANDA, NEW YORK 14120
Phone: (716) 695-8560, ext. #6411
Fax: (716) 389-3351
E-mail: JKoepsell@northtonawanda.org

VI.1
OCT 18 2022

Jason W. Koepsell
Superintendent

October 13, 2022

Honorable Mayor Austin Tylec and Common Council
216 Payne Ave. – City Hall
North Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE

2022 OCT 14 AM 8:12
NORTH TONAWANDA NY

RE: Wastewater Treatment Process Pipe Assessment RFP

Honorable Body:

On October 13, 2022, after review of multiple proposals and interviews, we have decided to move forward with the WWTP pipe process proposal from Arcadis Engineering. Once these services are completed, the City of North Tonawanda will be eligible to use the American Rescue Plan money set aside for the repair/replacement of piping at the wastewater treatment plant by the NYDEC.

Based upon the performance and experience of Arcadis Engineering, I recommend that Arcadis Engineering, be awarded these professional services to perform the scope of work described on a lump sum basis not to exceed 86,600.00. This service will be paid with bonded money incorporated in the 2022 bond for wastewater treatment.

Please contact me if you have any question or concerns regarding this service proposal. Thank you for your time and consideration of my request.

Very truly yours,

Jason W. Koepsell

Jason W. Koepsell, Superintendent
Water / Wastewater



Updated Fee Schedule for Process Piping Assessment Proposal

Phase	Original Fee	Updated Fee
Task 1: Engineering Report	\$17,500	\$17,500
<i>Report Development</i>	\$13,500	\$13,500
<i>Funding Assistance</i>	\$4,000	\$4,000
Task 2: Inventory and Condition Assessment	\$34,100	\$27,600
<i>Arcadis</i>	\$7,300	\$7,300
<i>Corrosion Probe, Inc. (subcontractor)</i>	\$26,800	\$20,300
Task 3: Prioritized Improvements and Alternatives Analysis	\$25,200	\$7,100
<i>Prioritization and Alternatives Analysis</i>	\$7,100	\$7,100
<i>Hydraulic Analysis</i>	\$18,100	-
Task 4: Engineer's Estimates of Probable Cost	\$4,200	\$4,200
Task 5: O&M and Life-Cycle Cost Estimates	\$2,600	\$2,600
Task 6: Project Meetings	\$3,000	\$3,000
Total	\$86,600	\$62,000

Potential Add/Deducts for Consideration

Add: <i>Third day of UT Testing</i>	\$3,700
Add: <i>Hydraulic analysis</i>	\$18,100
Deduct: <i>Project meetings consolidated with sludge handling project if Arcadis is awarded both projects</i>	-\$3,000



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD
NORTH TONAWANDA, NEW YORK 14120
Phone: (716) 695-8560, ext. #6411
Fax: (716) 389-3351
E-mail: JKoepsell@northtonawanda.org

VI.2

OCT 18 2022

Jason W. Koepsell
Superintendent

October 13, 2022

Honorable Mayor Austin Tylec and Common Council
216 Payne Ave. – City Hall
North Tonawanda, NY 14120

2022 OCT 14 AM 8:13
NORTH TONAWANDA NY

RE: Wastewater Treatment Sludge Handling Assessment RFP

RECEIVED
CITY CLERK'S OFFICE

Honorable Body:

On October 13, 2022, after review of multiple proposals, we have decided to move forward with the WWTP Sludge Handling proposal from Arcadis Engineering. Once these services are completed, the City of North Tonawanda will be eligible to use the American Rescue Plan money set aside for the repair/replacement of the NW Primary Anaerobic Digester at the wastewater treatment plant by the NYDEC.

Based upon the performance and experience of Arcadis Engineering, I recommend that Arcadis Engineering, be awarded these professional services to perform the scope of work described on a lump sum basis not to exceed 118,800.00. This service will be paid with bonded money incorporated in the 2022 bond for wastewater treatment.

Please contact me if you have any question or concerns regarding this service proposal. Thank you for your time and consideration of my request.

Very truly yours,

Jason W. Koepsell

Jason W. Koepsell, Superintendent
Water / Wastewater

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

VIL 1

OCT 18 2022

October 13, 2022

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 18th, 2022, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2022 OCT 13 PM 2:25
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

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

OCT 18 2022

VII.2

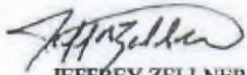
October 5th, 2022

Honorable Austin J. Tylec, Mayor
And Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Dear Honorable Body:

Please review and approve the **1.1.2023 – 12.31.2023** wage schedule as presented.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2022 OCT 5 AM 11:31
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE



CITY OF NORTH TONAWANDA
Seasonal & Part-time Wage Schedule
January 1, 2020 - December 31, 2023

For part-time employees, working limited hours, one season of the year:

POSITION	<u>1.1.2020 - 12.31.2020</u>	<u>1.1.2021 - 12.31.2021</u>	<u>1.1.2022 - 12.31.2022</u>	<u>1.1.2023 - 12.31.2023</u>
Laborer	\$ 11.80	\$ 12.50	\$ 13.20	\$ 15.00
Crossing Guard	\$ 11.80	\$ 12.50	\$ 13.20	\$ 15.00
Lifeguard	\$ 12.30	\$ 13.00	\$ 13.70	\$ 15.50
Sanitation Laborer	\$ 13.30	\$ 14.00	\$ 14.70	\$ 16.55
Leader	\$ 12.20	\$ 12.80	\$ 13.50	\$ 15.30
Head Crossing Guard	\$ 12.20	\$ 12.80	\$ 13.50	\$ 15.30
Chief Lifeguard	\$ 12.70	\$ 13.30	\$ 14.00	\$ 16.55
Program Supervisor	\$ 12.95	\$ 13.55	\$ 14.25	\$ 16.05
Pool Supervisor	\$ 13.45	\$ 14.05	\$ 14.75	\$ 16.55
Harbor Supervisor	\$ 13.45	\$ 14.05	\$ 14.75	\$ 16.55
Golf Course Supervisor	\$ 16.50	\$ 17.25	\$ 17.50	\$ 18.50

FOR PART TIME EMPLOYEES, WORKING LIMITED HOURS, ALL YEAR:

POSITION	<u>1.1.2020 - 12.31.2020</u>	<u>1.1.2021 - 12.31.2021</u>	<u>1.1.2022 - 12.31.2022</u>	<u>1.1.2023 - 12.31.2023</u>
Clerk (part-time)	\$ 11.80	\$ 12.50	\$13.20	\$ 15.00
Engineering Technician	11.80	12.50	\$13.20	\$ 15.00
Work Program Crew Leader	11.80	12.50	\$13.20	\$ 15.00
Police Matron *	11.80	12.50	\$13.20	\$ 18.00
Animal Control Officer *		20.50	\$21.65	\$ 22.80
Ordinance Officer - (part-time)	\$ 14.25	\$ 15.25	\$16.45	\$ 18.45
Plumbing Inspector - (part-time)	\$ 16.75	\$ 17.00	\$17.25	\$ 19.25
Electrical Inspector - (part-time)	16.75	17.00	\$17.25	\$ 19.25

Minimum Wage: NYS Minimum wage is **\$11.10** effective 12/31/18, **\$11.80** effective 12/31/19, and **\$12.50** effective 12/31/20. **13.20** effective 12/31/21. **14.20** effective 12/31/2022

CITY CLERK'S OFFICE
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2022 OCT 5 AM 11:05
 NORTH TONAWANDA NY



Department of Police

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



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

OCT 18 2022

October 3, 2022

Honorable Austin J. Tylec, Mayor
And Common Council
City Hall
North Tonawanda, NY 14120

Dear Honorable Body:

Would you please reappoint Erik A. Herbert of 619 Witmer Road, North Tonawanda NY 14120 as Commissioner of Deeds for the City of North Tonawanda effective from October 21, 2022 and expiring on October 20, 2024.

Respectfully,

Keith T. Glass

Chief of Police

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2022 OCT 4 AM 10:44
NORTH TONAWANDA NY

XI



NORTH TONAWANDA FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

495 Zimmerman St., North Tonawanda, NY 14120

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

OCT 18 2022

September 29, 2022

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

RE: City of North Tonawanda, NY Chapter 36A. Emergency Services Cost Recovery

Dear Honorable Body:

Ten years ago, the North Tonawanda Fire Department started an Emergency services Cost Recovery program. During that time the Department has recovered over \$100,000.

We are currently billing insurance companies at the same rate as when the program was established in 2012. The City of Niagara Falls Fire Department implemented its recovery program 2 years ago after meeting with me and has higher billing recovery amounts. I think it is time we look at increasing the amounts we bill, and I propose the following increases to our Emergency Services Cost Recovery program fee schedule, §36A-2.

	Current	Proposed
Section A	\$145.00	\$175.00
Section B	\$360.00	\$400.00
Section C	\$355.00	\$400.00
Section D	\$585.00	\$600.00
Section E	\$400.00-\$1050.00	SAME
Section F	\$150.00	\$300.00

I also propose adding a Section G, as in Niagara Falls, that would bill to recover the full cost of replacement of any destroyed or contaminated equipment at the scene of a rescue incident.

Our recovery program is based on the number of annual responses to various incidents in our city. Since that number changes each year, it is impossible to give an exact number of what increasing our billing amounts will be to the city.

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OCT 17 4:31 PM
NORTH TONAWANDA NY

The following is the North Tonawanda Fire Department's Certifications:

***** The entire North Tonawanda Fire Department is
EMT-D Certified and our Rescue Vehicle Firefighters are
CCT or Paramedics. (ALS - Advanced Life Support)**

City of North Tonawanda, NY Chapter 36A. Emergency Services Cost Recovery

§ 36A-1. Program established.

- The City hereby establishes a cost recovery program which allows the City to be reimbursed, to the extent legally permissible, by those individuals utilizing emergency services provided by the Fire Department. The fees are established in § [36A-2](#).

§ 36A-2. Fee schedule.

- The following fee schedule shall apply to the Fire Department cost recovery program as required by § [36A-1](#) above:
 - A. Standby/hazard control/cleanup, minor: \$175.
 - (1) Minor spill control.
 - (2) Fire hazard precautions.
 - (3) Scene safety.
 - (4) Battery disconnects.
 - (5) Debris cleanup.
 - (6) **Accidents in which occupants may have been assessed but signed medical treatment waivers denying medical treatment and/or transport.**
 - B. Standby/hazard control/cleanup, major: \$400.
 - (1) Significant spills resulting from tank leaks.
 - (2) Major fire hazard precautions.
 - (3) Vehicle stabilization procedures.
 - (4) Vehicle disentanglement.
 - (5) **Multiple-personnel response.**

C. Light rescue service: \$400.

- (1) General patient handling.
- (2) Immobilization, treatment and removal from a vehicle without the need for hydraulic or other power tools.
- (3) Need for standing takedown immobilization procedures for occupants located outside of the vehicle.
- (4) EMS treatment provided to patients struck by another vehicle.

D. Heavy rescue service: \$600.

- (1) Patient extrication procedures requiring the use of hydraulic, pneumatic or electric power tools.
- (2) Multiple-patient removal and/or treatment that requires extended on-scene time and extra personnel.**

E. Hazmat response.

- (1) Hazardous material control/standby: \$400 to \$1,050.
 - (a) Incidents involving commercial trucks, vans and motor carriers.
 - (b) Large amounts of spilled or released product.
 - (c) Requires extra personnel and equipment response for an extended period of time.
- (2) If a DEC number is issued for a spill, the responsible party (not the auto insurance agency) will be billed directly for all actual costs, including costs to other departments and agencies. In this situation, if there is a need for other types of service, then the auto insurance agency may be billed also.

F. Fire suppression.

- (1) Motor vehicle fire response: \$300.
 - (a) Auto fires.
 - (b) Heavy equipment fires.

G. Destroyed or Contaminated Equipment – The full cost of replacement of any and all equipment that is destroyed or contaminated at the scene of a response or rescue is to be charged.

XXV. /
OCT 18 2022

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	16	160.00
		Ward Maps	1	1.00
		Sub-Total:		\$161.00
A1603	Misc. Fees	Birth Certificates	27	270.00
		Death Certificates	118	1,180.00
		Deaths Recorded	12	0.00
		Sub-Total:		\$1,450.00
A1980	Minor Sales	City Market	3	940.00
		Sub-Total:		\$940.00
A2110	Planning & Zoning Fees	Board of Appeals App.	5	250.00
		Planning - Rezoning	2	200.00
		Terrace Park. Permit	1	5.00
		Sub-Total:		\$455.00
A2501	Permit Fees	Food Truck	1	100.00
		Snowplow Permit	1	25.00
		Sub-Total:		\$125.00
A2505	Marriage License Fee	Marriage License Fee	19	332.50
		Sub-Total:		\$332.50
A2506	Conservation	Conservation	20	244.97
		Sub-Total:		\$244.97
A2540	Racing & Wagering Fees	Bingo Proceeds	5	201.40
		Sub-Total:		\$201.40
A2542	Dog Licensing	Female, Spayed	92	828.00
		Female, Unspayed	4	68.00
		Male, Neutered	61	549.00
		Male, Unneutered	7	119.00
		Replacement Tags	1	3.00
		Sub-Total:		\$1,567.00
A2610	Minor Sales	Parking Tickets	29	2,470.00
		Sub-Total:		\$2,470.00

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2022 OCT 5 PM 12:21
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:	\$7,946.87
Amount paid to:	New York State Department of Health			427.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			186.00
Amount paid to:	NYS Environmental Conservation			4,384.03
Total State, County & Local Revenues:		\$12,944.40	Total Non-Local Revenues:	\$4,997.53

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.

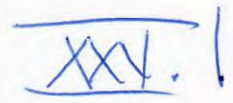
Donna L. Brauk

City Clerk-Treasurer

10/5/22

Date

City of North Tonawanda



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

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

10/12/2022

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2022 OCT 12 PM 12:13
NORTH TONAWANDA NY

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 September 2022.

General Fund

Balance Fwd - Checking	3,211,508.32
Balance Fwd - Money Market	3,001,003.79
Investments	0.00
Receipts for the month	1,707,497.11
Warrants Drawn	(2,544,092.75)
	<u>\$5,375,916.47</u>

Sewer Fund

Balance Fwd - Checking	346,858.82
Balance Fwd - Money Market	9,067.80
Investments	0.00
Receipts for the month	548,762.20
Warrants Drawn	(619,013.86)
	<u>\$285,674.96</u>

Water Fund

Balance Fwd - Checking	1,299,441.93
Balance Fwd - Money Market	1,239,148.98
Investments	0.00
Receipts for the month	410,988.68
Warrants Drawn	(262,238.07)
	<u>\$2,687,341.52</u>

Trust & Agency Fund

Balance Fwd - Checking	251,217.73
Receipts for the month	59,620.97
Warrants Drawn	(44,773.61)
	<u>\$266,065.09</u>

Capital Construction Fund

Balance Fwd - Checking	2,325,447.46
Balance Fwd - Money Market	5,012,745.41
Receipts for the month	1,305,889.90
Warrants Drawn	(768,770.31)
	<hr/>
	\$7,875,312.46

Community Development Fund

Balance Fwd - Checking	1,061,450.87
Receipts for the month	238,746.90
Warrants Drawn	(238,746.90)
	<hr/>
	\$1,061,450.87

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	290,810.00
Warrants Drawn	(290,810.00)
	<hr/>
	\$0.00

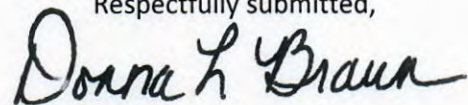
Housing Rehabilitation Fund

Balance Fwd	1,476.35
Receipts for the month	0.07
Warrants Drawn	0.00
	<hr/>
	\$1,476.42

Home Rehabilitation Fund

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

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer

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

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



October 5, 2022

OCT 18 2022

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 September 2022

Senior Center's Total Monthly Services 2,405

Unduplicated 835

Duplicated 1,670

Please note: We also sponsor a "Little Free Food Pantry" and a "Little Library" both of these are available to the public 24/7 and is not included in this monthly count.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

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2022 OCT 5 AM 10:42
NORTH TONAWANDA NY

Sweeney Hose Company, Inc. No. 7

125 YEARS OF DEDICATION AND SERVICE

1894-2019

P.O. BOX 30 • 499 ZIMMERMAN STREET • 716-694-0777 • NORTH TONAWANDA, NEW YORK 14120-0030



CFO. A.

OCT 18 2022

October 7, 2022

North Tonawanda City Hall
Attn: NT Common Council
216 Payne Ave
North Tonawanda, NY 14120

Re: Fundraising 2022 additional events

Dear Honorable Council,

The Sweeney Hose Company #7 requests permission to add the following fundraising events to the calendar year 2022:

- Chowder sales at the Haunted Harbor event schedule for October 22nd at Gateway Harbor
- Food sales at the Truck or Treat event scheduled for October 29th at Sweeney Hose firehall

Sincerely,

Raymond B. Dworzanski
Sweeney Hose Company Secretary

2022 OCT 11 AM 9:46
NORTH TONAWANDA NY

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COLUMBIA HOOK & LADDER CO., NO. 1, INC.

P.O. Box 357 North Tonawanda, New York 14120-0357



Established 1876

October 12, 2022

CFD-B.

OCT 18 2022

Honorable Mayor Austin Tylec
Honorable Common Council
c/o City Clerk
City Hall, 216 Payne Ave.
North Tonawanda, NY 14120

Re: Removal from Volunteer Fire Roll

Dear Mayor and Council:

The members of Columbia Hook & Ladder Co. No. 1 sadly request the removal from the Volunteer Fire Roll --

JAMES E. FARRELL

He died September 10, 2022. Brother Firefighter James Farrell joined Columbia Hook & Ladder October 2, 1963, and was a faithful member 58 years, 11 months, 7 days.

In his lifetime of public service, he also served on the career side of the North Tonawanda Fire Department, and as Chief of three other fire departments in three states.

Respectfully,
COLUMBIA HOOK & LADDER CO. No. 1, INC.



David L. Evans
Recording Secretary

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2022 OCT 12 AM 9:50
NORTH TONAWANDA NY

CFO. C.

PROJECT PRIDE OF  NORTH TONAWANDA **OCT 18 2022**

October 6, 2022

Mrs. Donna Braun
City Clerk
City of North Tonawanda
216 Payne Avenue
North Tonawanda, New York 14120

Dear Mrs. Braun,

We are requesting permission from the city council to continue our beautification efforts at additional sites that have been identified as "gateways" to our downtown corridors. Installation of welcome signs and plantings would serve the purpose as partly informational, to inform drivers where they are, and partly for tourism, as it affords an opportunity to promote features within our region to visitors.

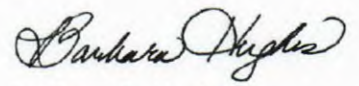
- Plantings & Signage – two city gateway locations on Twin City Highway
 - o (DeGraf Emergency)– Tremont
 - o (NTNLL)– Wheatfield Street

These projects would be funded entirely by fundraising and various grant requests. Due to the nature of the high traffic areas of the Twin City Highway, the maintenance of these installations would need to be managed under the city. A request has been made to Legislator Richard L. Andres, Legislator Randy R. Bradt, and Legislator Jesse P. Gooch in support of these projects with funding from the Community Funds Grant.

The design and final plans will have a collaborative approach between Project Pride volunteers, Mayor Austin Tylec's office, parks and recreation department, NTNLL, and the community development office to achieve a design that follows the current branding and zoning guidelines of North Tonawanda. Projects would begin in early 2023 with a phased approach based on funding and availability of materials.

Thank you in advance for your consideration and approval of our request.

Sincerely,



Barbara B. Hughes
President, Project Pride
cell.716.462.3825
bhughes@webstersnt.com

cc. Legislator Richard Andres
cc. Mayor Austin Tylec

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CITY CLERK'S OFFICE

2022 OCT 6 PM 12:53
NORTH TONAWANDA NY