

PLEDGE OF ALLEGIANCE

Also Present: Mayor Austin Tylec
City Attorney Edward Zebulske III

MOVED by Alderman DiBernardo **SECONDED by Alderman Marranca**
That the minutes of the regular session held May 6, 2025 be approved as circulated and
filed in the Office of the City Clerk.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey **(5)**
Nays: None **(0)**
CARRIED.

MOVED by Alderman DiBernardo **SECONDED** by Alderman Schmigel
That the Common Council hereby receives and files the aforementioned Proof of Publications.

Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

05-20-2025

I. Mayor

April 30, 2025

**North Tonawanda Common Council
216 Payne Avenue / City Hall
North Tonawanda, NY 14120**

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

Dear Honorable Body,

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

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

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

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

**Respectfully,
Austin Tylec
Mayor**

**MOVED by Alderman DiBernardo SECONDED by Alderman Lavey
That the Common Council hereby approves the attached Shared Service Agreement between the City of North Tonawanda and the North Tonawanda School District. This would be a one year contract, from the date the School District signs the contract.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.**

II. Attorney

May 15, 2025

**Hon. Mayor and Common Council
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120**

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

Dear Honorable Body:

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

MOVED by Alderman Loncar **SECONDED by Alderman DiBernardo**
That the Common Council hereby approves the lease agreement between Imagine Community Gardens, Inc., 7071 Transit Road, Amherst, NY 14051, and the City of North Tonawanda, for the location of a community garden located at 228 Sommer Street, North Tonawanda, NY for five (5) years, from June 1, 2025, until May 31, 2030.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

May 12, 2025

Re: Records Management

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

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

Please consider passing this resolution.

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

MOVED by Alderman DiBernardo SECONDED by Alderman Schmigel

That the Common Council hereby approves the 2022 updates to the New York State Archives for the City of North Tonawanda to maintain the City Records

Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)

Nays: None (0)

CARRIED.

May 9, 2025

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

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

Honorable Body:

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

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

**Very truly yours,
Chelsea L. Spahr, P.E.
City Engineer**

**MOVED by Alderman DiBernardo SECONDED by Alderman Marranca
That the Common Council at a regular meeting, held at City Hall, 216 Payne Avenue, North Tonawanda, New York at 6:30 pm on May 20, 2025, approves the resolution to indicate that the Oliver Street Walkability and Green Infrastructure Improvements, Project No. 2024-01 is a Type II Action under SEQRA and it reads as follows:**

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

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

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

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

Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)

Nays: None (0)

CARRIED.

VII. Accountant

May 15, 2025

05-20-2025

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

Dear Honorable Body:

In accordance with Article V, Division 1, Section 5.002 and 5.003 of the City Charter, an Abstract Sheet, comprised of a Warrant of Claims, has been submitted by this office for your review and approval.

Accordingly, please authorize for payment the current Warrant of Claims for Common Council audit, dated May 20th, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm regards,
Jeffrey R. Zellner
City Accountant

MOVED by Alderman DiBernardo SECONDED by Alderman Schmigel
That the Common Council hereby authorizes for payment the current Abstract of Claims for Common Council Audit dated May 20th, 2025, and further authorizes the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant:

01	General Fund	\$364,321.60
02	Water Fund	\$42,779.16
04	Sewer Fund	\$96,220.67
06	Capital Project Fund	\$93,660.72
07	Trust & Agency Fund	<u>\$9,560.17</u>
00	Final Total	<u>\$606,542.32</u>

Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

XVII. Traffic Safety

April 24, 2025

Donna Braun
City Clerk-Treasurer
216 Payne Avenue
North Tonawanda, NY 14120

Traffic Safety Minutes:

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

1. Carlton Durham from 1416 East Robinson Rd. requested the right lane coming from the boulevard on the bridge going west bound on East Robinson be changed to right turn only. The reasoning is that on Robinson bridge there are two lanes and as you cross over Sweeney St. there is one lane. So, people tend to race side by side to get over one lane. As they do this, the cars come so close to the mailboxes and often knock them over. People are concerned about getting their mail because they don't want to get hit. The committee will continue to monitor this area to make a final decision.

- 2. Member Frank will be setting up the speed sign on Doeblar. There were concerns of frequent vehicles speeding near 1292 Doeblar.
- 3. Member Brennan had a request on Walck Rd. going West bound at Nash Rd. that the right lane should be right turn only. The reasoning is two lanes turn into one lane and drivers like to race to get ahead of each other before it turns into one lane as they drive through the intersection. The committee will continue to monitor this area to make a final decision.
- 4. After multiple accidents on Payne Ave. at the curve between Fredericka St. and Jackson the council is in favor of putting a guard rail along the curve. The pedestrian traffic is very high on that curve and the committee would hate to see any more injuries. As the chairman of the committee, I am looking into getting a quote on guard rail material. The DPW will be installing saving on labor costs.

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

Travel Safely!
Matthew R. Meisenburg

MOVED by Alderman DiBernardo **SECONDED** by Alderman Loncar
That the Common Council hereby approves Traffic Safety recommendation #4 and receives and files the April Traffic Safety meeting minutes.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

XXV. Monthly Reports

- .1 Senior Citizen Center .2 Clerk-Treasurer**

MOVED by Alderman Marranca **SECONDED** by Alderman DiBernardo
That the Common Council hereby receives and files the aforementioned Monthly Reports.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

COMMUNICATIONS FROM OTHERS

A.
Richard Andres

May 14, 2025

**North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120**

To Whom it May Concern,

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

**Sincerely,
Richard Andres Jr.**

MOVED by Alderman Marranca **SECONDED by Alderman DiBernardo**
That the Common Council hereby grants permission to close Thompson Street from Pine Woods Drive to Vandervoort on July 4, 2025 for the “Kids Parade” from 10:00am – 11:00am and directs the Police Auxiliary to assist with said event.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

B.
Sweeney Hose Co.

May 15, 2025

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Honorable Council,

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

Philip J. Hoage

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

Sincerely,
Daniel D. Schmidt

MOVED by Alderman Lavey **SECONDED by Alderman DiBernardo**
That the Common Council hereby grants permission to add Philip J. Hoage to the North Tonawanda Volunteer Fire Rolls.
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)
Nays: None (0)
CARRIED.

AUDIENCE PARTICIPATION -

Jack Kanack 84 South Meadow-Would like to thank the Council and the Mayor for inviting him to the meeting on Ordinances on Noise in the city. It was very educational and is happy to be part of the process of looking into updating our Codes.

Barbara Hughes Owner of Webster Bistro and resident at 1111 Sweeney Street. She was addressing the Council and Mayor on her concerns about the Canal Fest moving the rides to Main Street. This will hinder all businesses on Webster Street. You would be cutting off both main arteries in the Downtown Area and to the businesses. There are many impacts this will have on the downtown business area. I am disappointed that the Canalfest Committee haven't taken a good look at the festival. We as business owners were just told about this plan in recent weeks.

David Rogue 667 Shad Street- He voiced his disappointment in a city worker that drove by his house and told him to cut his grass. He has always maintained his property and was on vacation. He stated that the concern should be Lowry School-what is the city doing to rectify this building. It has sat for 17 years, and nothing is being done about it, it is dangerous to the neighborhood.

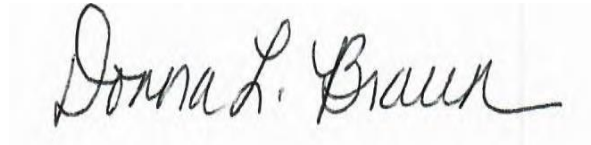
Mark Swogier 667 Shad Street-Would like an update on the Crosswalk across Payne Avenue at Kiel Street to the City Market. -His concern is a safety concern.

ADJOURNMENT

MOVED by Alderman Lavey **SECONDED** by Alderman DiBernardo
That this regular session of the Common Council be and hereby is adjourned.
CARRIED.

Time of Adjournment: 7:07 P.M

Respectfully submitted,

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

Donna L. Braun
City Clerk-Treasurer