

## PLEDGE OF ALLEGIANCE

**Also Present:** Mayor Austin J. Tylec  
Asst. City Attorney Mario Gregori

# MAYORS 2026 BUDGET PRESENTATION

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

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

**COMMUNICATIONS FROM CITY OFFICIALS**

**III. Clerk-Treasurer**

**Date: October 2, 2025**  
**To: Mayor/Common Council**  
**From: Donna L. Braun - City Clerk/Treasurer**

**Subject: Standard Workday and Reporting Resolution – 2025**

**We received a request from New York State Retirement System to pass a new resolution on the following Elected Officials. The resolution shall be posted for 30 days after approval of the Common Council on October 7<sup>th</sup>, 2025.**

**New Regulation 315.4 outlines additional reporting requirements for elected or appointed officials and more clearly defines the process for reporting time worked by those officials.**

**This regulation became effective August 12, 2009.**

**I offer the following resolution for your consideration:**

**BE IT RESOLVED**, that the City of North Tonawanda hereby establishes the following as standard workdays for elected and appointed officials and will report (see attached) the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these Officials to the Clerk of this body.

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

**MOVED by Alderman Loncar                      SECONDED by Alderman Schmigel**  
**That the Common Council at a regular session meeting, held at City Hall, 216 Payne Avenue, North Tonawanda, New York at 6:30 PM on October 7<sup>th</sup>, 2025, approves the Standard Workday and Reporting Resolution for 2025 and it reads as follows:**

**BE IT RESOLVED**, that the City of North Tonawanda hereby establishes the following as standard workdays for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these Officials to the Clerk of this body.

**2025 Elected/ Appointed Work Schedule City of North Tonawanda New York**

**ELECTED OFFICIALS:**

<u>TITLE</u>	<u>NAME</u>	<u>STANDARD WORKDAY</u>	<u>TERM BEGINS/ENDS</u>	<u>PARTICIPATES IN TIME KEEPING</u>	<u>DAY/MONTH</u>
Mayor	Austin J. Tylec	7	01/01/22 – 12/31/25	N	20
Clerk-Treasurer	Donna L. Braun	7	01/01/24 – 12/31/27	Y	20
Attorney	Edward Zebulske III	7	01/26/23 – 12/31/26	Y	20
3 <sup>rd</sup> Ward Alderman	Joseph Marranca III	6	01/01/24 – 12/31/25	N	20
<b>Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey</b>					<b>(5)</b>
<b>Nays: None</b>					<b>(0)</b>
<b>CARRIED.</b>					

## IV.1 Engineer

**September 30, 2025**

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

**Re: Project 2024-01: Smart Growth 2.0 CFP Improvements Project  
Approval of Change Order No.2**

**Dear Honorable Body:**

**Approval of Change Order No.2 for the Smart Growth 2.0 CFP Improvements Project is hereby requested. The change order is for the additional cost of changes made to the project. These changes include the replacement of the existing light poles and fixtures along Webster Street with new light poles and fixtures with the addition of one new pole. Attached is a change order listing the additions that are to be performed on this project and their associated costs.**

**Accordingly, I respectfully request that the Common Council approve add Change Order No.2 for the Smart Growth 2.0 CFP Improvement Project in the amount of \$115,621.88 with Miller Construction Services, 3305 Haseley Drive, Niagara Falls, NY 14304; increasing the contract amount from \$744,692.33; to \$860,314.21; authorizing the Mayor to sign said change order.**

**Very truly yours,  
Travis J. Sikora, E.I.T.  
Assistant City Engineer**

**MOVED by Alderman Marranca                      SECONDED by Alderman Loncar**  
**That the Common Council hereby approves add Change Order No.2 for the Smart Growth 2.0 CFP Improvement Project in the amount of \$115,621.88 with Miller Construction Services, 3305 Haseley Drive, Niagara Falls, NY 14304; increasing the contract amount from \$744,692.33; to \$860,314.21; and authorizes the Mayor to sign said change order.**

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

**Nays: None** (0)

CARRIED.

## IV.2 Engineer

**October 2, 2025**

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

**Re: Project 2025-03: City Parks Paving Improvements Project  
Approval of Change Order No.1**

**Dear Honorable Body:**

**Approval of Change Order No.1 for the City Parks Paving Improvements Project is hereby requested. The change order is for the additional cost of changes made to the project. These changes include widening the roads and installation of a new parking area in Pinewoods Park. Attached is a change order listing the additions that are to be performed on this project and their associated costs.**

Accordingly, I respectfully request that the Common Council approve add Change Order No.1 for the City Parks Paving Improvements Project in the amount of \$129,500.00 with D&H Paving LLC, 485 Kennedy Road, Cheektowaga, NY 14227; increasing the contract amount from \$177,401.60; to the contract amount of \$306,901.60; authorizing the Mayor to sign said change order.

Very truly yours,  
Travis J. Sikora, E.I.T.  
Assistant City Engineer

**MOVED** by Alderman Loncar                      **SECONDED** by Alderman Marranca  
That the Common Council hereby approve add Change Order No.1 for the City Parks Paving Improvements Project in the amount of \$129,500.00 with D&H Paving LLC, 485 Kennedy Road, Cheektowaga, NY 14227; increasing the contract amount from \$177,401.60; to the contract amount of \$306,901.60; and authorizes the Mayor to sign said change order.  
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey (5)  
Nays: None (0)  
**CARRIED.**

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**VII. Accountant**

October 2, 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 October 7<sup>th</sup>, 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 Lavey                      **SECONDED** by Alderman Marranca  
That the Common Council hereby authorizes for payment the current Abstract of Claims for Common Council Audit dated October 7<sup>th</sup>, 2025, and further authorizes the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant:

01	General Fund	\$365,195.85
02	Water Fund	\$82,118.87
04	Sewer Fund	\$118,816.00
06	Capital Project Fund	\$865,593.59
07	Trust & Agency Fund	<u>\$3,694.71</u>
00	Final Total	<u>\$1,435,419.02</u>

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

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Investing in this pay raise will strengthen recruitment, reduce our reliance on costly overtime, and ultimately save the city money while ensuring that prisoner supervision remains at the highest level of safety and professionalism.

Respectfully,  
Keith Glass  
Chief of Police

**MOVED** by Alderman Lavey                      **SECONDED** by Alderman Schmigel  
That the Common Council hereby approves a \$2.00 per hour pay raise, for the North Tonawanda Police Matrons, which would increase the matron wage to \$20.00 per hour.  
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey                      (5)  
Nays: None                      (0)  
**CARRIED.**

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**XVII. Traffic Safety**

September 17, 2025

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

**Traffic Safety Minutes:**

The September 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, J. Sikora, N. Ferguson and M. Nalbone. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

- 1. Request no parking signs on the west side of Phillip St. between Stenzil St. and Washington St.
- 2. Eric Lentz from 74 5<sup>th</sup> Ave. requested a terrace parking permit. The committee denied the request knowing there is a 2-car garage not being used and 2 car spots in front of the garage as well.
- 3. Jessica from 1329 Sherwood Ave. has a child with autism level 4 non-verbal. She is requesting an Autistic Child Area sign within the vicinity. The committee agreed to the request.
- 4. Lacey Appenheimer from 115 E. Felton St. has a child with autism and is requesting an Autistic Child Area sign within the vicinity. The committee agreed to the request.
- 5. Speeding on Nash Road is still an occurrence between twin city highway and Walck Road. The committee is looking into adding more 30 mph signs and continuing enforcement.

The next traffic safety meeting will be held on October 20<sup>th</sup>, 2025.

Travel Safely!  
Mathew R. Meisenburg

**MOVED** by Alderman Marranca                      **SECONDED** by Alderman Lavey  
That the Common Council hereby approves Traffic Safety recommendations #3, #4, and #5 and receives and files the Traffic Safety minutes from their September meeting.  
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey                      (5)  
Nays: None                      (0)  
**CARRIED.**

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**XIX. Building Inspector**

**October 2, 2025**

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

**Gentlemen,**

**Due to the increased workload associated with expanded Building/Code Enforcement/Rental programs as well as increased permit and license applications the duties of the Account Clerk position have increased significantly.**

**I humbly request that the Common Council upgrade the present Account Clerk position to Senior Account Clerk to better represent the increased responsibilities.**

**This title change is important to North Tonawanda to ensure that we have the best people available to service the residents of our City.**

**Thank you for your attention in this matter.**

**Respectfully,  
Robert C. DePaolo  
Building Inspector**

**MOVED by Alderman Schmigel                      SECONDED by Alderman Loncar  
That the Common Council hereby grants approval to change the Account Clerk position to a Senior Account Clerk position in the Building Inspectors Department.  
Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey                      (5)  
Nays: None                      (0)  
CARRIED.**

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**XXV. Monthly Reports**

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

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

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**XXXII. Dir. Community Development**

**October 1, 2025**

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

**Re: Request for Public Hearing – Adoption of the City of North Tonawanda  
Comprehensive Plan**

**On behalf of the North Tonawanda Community Development Office, I respectfully request that the Common Council schedule and hold a public hearing regarding the adoption of the City of North Tonawanda Comprehensive Plan.**

**I am requesting a public hearing to be held on Tuesday October 14<sup>th</sup>, 2025, at 6:15 PM with a quorum of Common Council members in the Council Chambers at City Hall. This hearing will provide residents, stakeholders, and interested parties the opportunity to review and comment on the proposed Comprehensive Plan prior to its formal consideration for adoption by the Council.**

**The Comprehensive Plan represents a significant milestone for the City, reflecting community input current conditions, and a shared vision for the future growth and development of North Tonawanda. Your support in moving this process forward will ensure that our community has a clear and coordinated path to guide decision-making in the years ahead.**

**Thank you for your attention to this matter. Please let me know if any additional information is needed prior to scheduling the hearing.**

**Respectfully submitted,**  
**Laura Wilson**  
**Dir. Community Development**

**MOVED by Alderman Marranca                      SECONDED by Alderman Loncar**  
**That the Common Council hereby grant approval for Community Development to hold a**  
**Public Hearing on Tuesday October 14<sup>th</sup>, 2025, at 6:15 PM, regarding the adoption of the**  
**City of North Tonawanda Comprehensive Plan.**

<b>Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey</b>	<b>(5)</b>
<b>Nays: None</b>	<b>(0)</b>

**CARRIED.**

## COMMUNICATIONS FROM OTHERS

**A.**  
**Greg Lureman**

**September 19, 2025**

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

**To Whom it May Concern:**

**We respectfully ask that a short stretch of city road be blocked off so we may have our first street Block Party. It is our hope that this will be a great opportunity for the neighborhood to meet each other. We promise to abide by any City Ordinances that may be required of us, such as noise levels, etc.**

**We are requesting to have this event on Saturday, October 18, 2025, from 9am to 11pm or whatever available times this may be allowed. A map depicting the section of street involved is provided. Thank you in advance for your consideration.**

Sincerely,  
Greg Lureman



**MOVED by Alderman Loncar**

**SECONDED by Alderman Lavey**

**That the Common Council hereby grants permission to Greg Lureman to close 12<sup>th</sup> Avenue from Carr Street to Gilmore Street, Saturday, October 18<sup>th</sup> from 9am to 11pm for a Block Party, and directs the DPW to provide barricades for said event.**

**Ayes: Alderman Schmigel, DiBernardo, Marranca, Loncar, Lavey**

**(5)**

**Nays: None**

**(0)**

**CARRIED.**

### **AUDIENCE PARTICIPATION**

**Nick Czimar 771 Remington- Question to the Mayor-How is your projections in Development from your Budget Speech going to be able to take place with the Governors' Energy Plan for 2026?**

**Kurt Klepp-1295 Erie Avenue-Old Business-a couple of meetings ago I asked the Mayor to have the DPW to clean the drains and sewer grates in front of my house, to this day they are still not done.**

**Greg Lureman 201 12<sup>th</sup> Avenue-Question-with all the motorized bicycles in the city are there any rules and regulations for them. Helmets, speed limits etc.**

**Joe Midura 115 10<sup>th</sup> Avenue- Stated that the new water meters were not supposed to cost the taxpayers any money. Stated that residents, especially the older residents, have had to spend money on shut off valves to accommodate the new meters. Hundreds of dollars for some. Wanted some answers on this.**

### **ADJOURNMENT**

**MOVED by Alderman Schmigel**

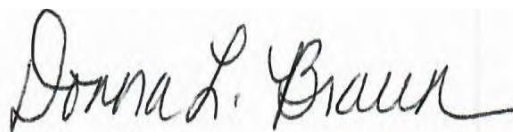
**SECONDED by Alderman Loncar**

**That this regular session of the Common Council be and hereby is adjourned.**

**CARRIED.**

**Time of Adjournment: 7:28 P.M.**

**Respectfully submitted,**



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