

# 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

**February 26, 2026**

**The following meetings have been scheduled for TUESDAY, MARCH 3, 2026**

**6:15 PM Common Council Meeting Discussion**

**6:30 PM Common Council Meeting**

**Respectfully submitted,**



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

**TO: Honorable Mayor & Common Council  
Alderman Richards, Schulmeister, Roe, Lavey, Murphy**

**FROM: Donna L. Braun, City Clerk-Treasurer**

**RE: Agenda for Regular Session TUESDAY, MARCH 3, 2026, 6:30 PM**

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

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**PROOF OF PUBLICATION PUBLISHED 02/03/2026, 20/10/2026**

- 1) **Legal Notice – Treasurer’s Notice for the Collection of the 2026 County Taxes – City Clerk Treasurer**

**PROOF OF PUBLICATION PUBLISHED 02/06/2026**

- 1) **Legal Notice – Request for Proposals for On Call Grant Writing and Engineering Services – Dir. Community Development**

**PROOF OF PUBLICATION PUBLISHED 02/10/2026**

- 1) **Legal Notice – Request for Proposals for the Traffic Signal – Meadow Drive/Payne Avenue Intersection Improvements Project- City Engineer**

**COMMUNICATIONS FROM CITY OFFICIALS**

<b>IV.1 Engineer</b>	<b>Re: Approval of Project 2024-11: City Hall Elevator Improvements Final Project Acceptance</b>
<b>IV.2 Engineer</b>	<b>Re: Receive and File the 2025 Draft Annual Stormwater Report</b>
<b>IV.3 Engineer</b>	<b>Re: Approval of the 2026 North Tonawanda Stormwater Program Assistance Agreement</b>
<b>VII. Accountant</b>	<b>Re: Payment of the Abstract of Claims Dated March 3, 2026</b>

**IV. Supt. Public Works**

**Re: Approval of Amendment to City Code Chapter 45 Solid Waste, §45-7 Collection §45-9 Separation and Preparation and §45-12 Tires**

**XVII. Traffic Safety Committee**

**Re: Various Traffic Safety Recommendations from their February meeting**

**COMMUNICATIONS FROM OTHERS**

**A.**

**Shawn Nickerson  
Joseph Mantione**

**Re: Permission to be appointed as a Commissioner of Deeds for the City of North Tonawanda**

**B.**

**John Krebs**

**Re: Permission for the 2026 Thunder on the Niagara Hydroplane Races at Gratwick Park**

**C.**

**Oliver Street Merchants**

**Re: Permission to hold the "Pride Festival" Saturday, June 20<sup>th</sup> in Heritage Park**

**D.**

**Rescue Fire Company No. 5**

**Re: Exemption Petitions for Volunteer Firefighter members for 50 Years, 35 Years and 25 Years of Service**

**Respectfully submitted,**



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

STATE OF NEW YORK  
NIAGARA COUNTY, } SS, \_\_\_\_\_

MAR 03 2026

Delia Bates, 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 # 358675  
was printed and published in said paper on the following dates:

02/03/2026 02/10/2026

*Delia Bates*

Principal Clerk

Subscribed and sworn to before me this

*2.11.26*

*Teresa L. McCarthy*

Notary Public

Expiration Date

2026 FEB 17 AM8:24  
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

**LEGAL NOTICE**

**TREASURER'S  
NOTICE**

for the collection of  
2026

**NIAGARA COUNTY TAX  
CITY OF NORTH TONAWANDA, NY 14120-5496**

**Last Day of Payment Without Additions**

March 6, 2026

March 6 to March 31, inclusive 2% fees

April 1 to April 30, inclusive 4% fees

May 1 to May 29, inclusive 6% fees

**ABOUT** June 1, all unpaid Niagara County Taxes are turned over to the County Treasurer, Lockport, New York.

**NOTICE** is hereby given that the TAX ROLL for the NIAGARA COUNTY TAXES for the year 2026, has been delivered to and left with the City Clerk-Treasurer of the City of North Tonawanda, New York, for the collection of Niagara County Taxes for the said year 2026, and that the City Clerk-Treasurer will be ready to receive such Niagara County Taxes in her office in the City Hall of said City of North Tonawanda, New York, on the 1st day of February, 2026, and for thirty-four days ending with the 6th day of March, 2026 from eight thirty A.M. to four thirty P.M. Mondays through Fridays (closed Saturdays), excepting legal holidays, and that any person paying their taxes within said period of thirty-four days may do so without an additional fee.

**AND** notice is hereby given that for the period starting March 6, 2026 and ending March 31, 2026, a fee of 2% will be charged on all Niagara County taxes paid during said period; 4% fees will be charged on all Niagara County taxes remaining unpaid from April 1, 2026 to and including April 30, 2026, and 6% will be charged on all Niagara County Taxes remaining unpaid from May 1, 2026 to and including May 29, 2026.

**ALL** persons, when paying taxes, whose names are not on the assessment roll, are requested to give the number of lot and block, name of street, and the name of the person, company, corporation, or association to whom the property is assessed.

Tax Rate per \$1,000.00 of Assessed Valuation:  
\$10.935426

Refuse Rate per \$1,000.00 of Assessed Valuation:  
\$.088302

N#358675

Donna L. Braun  
City Clerk-Treasurer  
2/3,10/2026

STATE OF NEW YORK  
NIAGARA COUNTY, } SS, \_\_\_\_\_

MAR 03 2026

Delia Bates, 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 # 359095 was printed and published in said paper on the following dates:

02/06/2026

*Delia Bates*

Principal Clerk

Subscribed and sworn to before me this

*2.9.26*

*Teresa L. McCarthy*

Notary Public

Expiration Date

2026 FEB 17 AM 8:28  
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

NIAGARA GAZETTE  
LOCKPORT UNION-SUN & JOURNAL  
473 THIRD STREET  
NIAGARA FALLS NY 14301  
(716) 282-2311ext

ORDER CONFIRMATION (CONTINUED)

Salesperson: LEANN BELFIELD

Printed at 02/03/26 16:12 by lbelf

Acct #: 80356

Ad #: 359095

Status: New WHOLD WHOI

**Legal Notice**

**City of North Tonawanda  
On Call Grant Writing and Engineering Services  
Request for Proposals**

Proposals will be received by the City of North Tonawanda at the Community Development Office, 500 Wheatfield Street North Tonawanda, NY 14120, until Friday, February 27th, 2026 at 4:00pm (EST) from qualified firms located and authorized to do business in the State of New York, to provide on-call grant writer and engineering services on behalf of the City of North Tonawanda.

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](mailto: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, February 27th 2026, at 4:00 PM to:

Laura Wilson  
Community Development Office  
500 Wheatfield Street  
North Tonawanda, NY 14120  
[LWilson@lumbercitydc.com](mailto:LWilson@lumbercitydc.com)

All questions shall be submitted in writing and shall be mailed or emailed to: Laura Wilson, Director of Community Development, 500 Wheatfield Street North Tonawanda, NY 14120 or via email to: [LWilson@lumbercitydc.com](mailto:LWilson@lumbercitydc.com)

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#359095

2/6/2026

STATE OF NEW YORK  
NIAGARA COUNTY, } SS, \_\_\_\_\_

MAR 03 2026

Delia Bates, 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 # 359118 was printed and published in said paper on the following dates:

02/10/2026

*Delia Bates*

Principal Clerk

Subscribed and sworn to before me this

*2-11-26*

*Teresa L. McCarthy*

Notary Public

Expiration Date

RECEIVED  
CITY CLERK'S OFFICE  
2026 FEB 17 AM 8:22  
NORTH TONAWANDA NY

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

**LEGAL NOTICE  
CITY OF NORTH TONAWANDA, NEW YORK  
ENGINEERING DEPARTMENT**

**NOTICE TO BIDDERS**

**SEALED PROPOSALS for the TRAFFIC SIGNAL - MEADOW DRIVE/PAYNE AVENUE** as called for by the Contract, in accordance with plans and specifications thereof, will be received by the City Clerk/Treasurer of the City of North Tonawanda, New York, until 11:00 a.m., Prevailing Time, Tuesday March 10, 2026 at which time they will be publicly opened.

A copy of the Contract Documents is on file and is available for inspection during the usual business hours at the office of the City Engineer in the City Hall, 216 Payne Avenue, North Tonawanda, New York; and at Construction Exchange of Buffalo and Western New York, 2660 William Street, Cheektowaga, NY 14227.

**The project consists of Traffic Signal and Intersection improvements at Payne Avenue / Meadow Drive.**

Copies of the above-mentioned documents may be viewed and ordered through the following website on or after Tuesday February 10, 2026: [www.avalonplanroom.com](http://www.avalonplanroom.com) in the Public Bid Section. If you do not have Internet access or have questions on ordering from the site, please contact Avalon Document Services at (716) 995-7777. Drawings and specifications can be picked up at Avalon Document Services at 40 La Riviere Drive, Buffalo, NY 14202. Payment can be made by credit card or by a check made payable to Avalon Document Services.

Each proposal must be accompanied by cash, a certified check payable to the City of North Tonawanda, or bid bond, having as surety thereon a surety company acceptable to the City Attorney, in an amount not less than five percent (5%) of the amount of the base bid, conditioned that, if his proposal is accepted, he will enter into a contract for the same, and that he will execute any such further security as may be required for the faithful performance of the contract.

All bids shall be submitted to the City Clerk/Treasurer's office in a sealed envelope addressed to the City of North Tonawanda and shall be plainly marked on the outside with the Contractor's name and title of the bid. Bids for contracts shall be designated as **Project 2017-04, Intersection Improvements - Payne Avenue/Meadow Drive.**

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract.

The minimum wage rates to be paid to laborers and mechanics engaged in the construction of this project shall be the latest wage rates established by the State Industrial Commissioner.

The Owner reserves the right to reject any or all bids for failure to comply with the requirements of the Contract Documents but may, at its discretion, waive any informalities or irregularities.

The Owner further reserves the right to reject any or all bids or to award a contract which, in its judgment, is in the best interest of the Owner.

No bidder may withdraw his bid within sixty (60) days after the opening thereof, but may withdraw same at any time prior to the opening thereof. Bidder must sign the statement of non-collusion in accordance with Chapter 751 of the Laws of the State of New York.

Donna Braun  
City Clerk/Treasurer  
City of North Tonawanda  
2/10/2026

N#359118



**City of North Tonawanda  
Department of Engineering**  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120-5493  
www.northtonawanda.gov

**Chelsea L. Spahr, P.E.**  
*City Engineer*  
Phone: (716) 695-8565  
Fax: (716) 695-8568

*CL*

February 19, 2026

**MAR 03 2026**

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

**Re: Project 2024-11: City Hall Elevator Improvements  
Final Project Acceptance**

Dear Honorable Body:

Final acceptance of the City Hall Elevator Improvements Project is hereby requested.

Accordingly, I respectfully request that the Common Council accept this project as complete and approve the final payment of retainage subject to review by the City Attorney.

Very truly yours,

*Chelsea L. Spahr*  
Chelsea L. Spahr, P.E.  
City Engineer

CLS:tjs

Cc: file  
Edward Zebulsk, City Attorney  
Adam Abramo, Building Maintenance Supervisor  
Jeffery Zellner, City Accountant  
Mike Bauer, Elevator Maintenance of Buffalo, Inc.

**RECEIVED  
CITY CLERK'S OFFICE  
2026 FEB 23 AM 9:46  
NORTH TONAWANDA NY**



**City of North Tonawanda**  
**Department of Engineering**  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120-5493  
[www.northtonawanda.gov](http://www.northtonawanda.gov)

**Chelsea L. Spahr, P.E.**  
*City Engineer*  
Phone: (716) 695-8565  
Fax: (716) 695-8568

February 25, 2026

14.2

Honorable Austin J. Tylec, Mayor  
and Common Council Members  
City Hall  
North Tonawanda, New York 14120

**MAR 03 2026**

**Re: 2025 Draft Annual Stormwater Report**

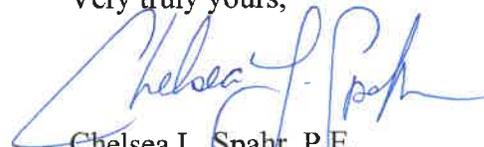
Honorable Body:

The City of North Tonawanda, in partnership with Western New York Stormwater Coalition, would like to invite the public to review and comment on its draft 2025 Annual Stormwater Report in an effort to increase public awareness and encourage involvement with stormwater pollution prevention.

The Western New York Stormwater Coalition is a group consisting of representatives from Erie County, Niagara County, thirty-nine regulated municipalities and environmental consultants. The members meet on a bi-monthly basis to collaborate on shared projects that support their stormwater management programs.

The draft annual report highlights the best management practices that the City of North Tonawanda has implemented in its efforts to prevent pollutants from entering municipal storm sewer systems and local waterways. The draft annual report is available for review and comment at the City Engineer's Office, Room 9 on the second floor, City Hall, 216 Payne Avenue. A copy of the report is also available online at [www.northtonawanda.gov](http://www.northtonawanda.gov) under the Stormwater Management Program heading. For more information, contact Chelsea L. Spahr, P.E. at (716) 695-8565.

Very truly yours,

  
Chelsea L. Spahr, P.E.  
City Engineer

CLS:cls

Cc: file, w/a  
John Urban, Superintendent of Public Works  
Jaime Davidson, P.E., JM Davidson Engineering

**2026 FEB 26 AM 9:43**  
**NORTH TONAWANDA NY**

**RECEIVED**  
**CITY CLERK'S OFFICE**



**City of North Tonawanda**  
**Department of Engineering**  
City Hall, 216 Payne Avenue  
North Tonawanda, NY 14120-5493  
www.northtonawanda.gov

**Chelsea L. Spahr, P.E.**  
*City Engineer*  
Phone: (716) 695-8565  
Fax: (716) 695-8568

February 25, 2026

IN 3

**MAR 03 2026**

Honorable Austin J. Tylec, Mayor  
and Common Council Members  
City Hall  
North Tonawanda, New York 14120

**Re: North Tonawanda Stormwater Program Assistance Agreement**

Honorable Body:

As part of the city's commitment as a member of the Western New York Stormwater Coalition beginning in 2010, the city has implemented a stormwater program to bring the city in compliance with the stormwater regulations and requirements of the Federal and State Government with the assistance of JM Davidson Engineering D.P.C.

The tasks of the consultant are to attend WNYSC Meetings, to prepare the annual stormwater report for submission to NYSDEC, to inspect and report on all City storm water detention facilities and stormwater management units, to assist the DPW in the annual inspection of the City's storm sewer outfalls to the Niagara River, and Tonawanda and Sawyer Creeks respectively, to assist the City with SWPPP reviews and inspections, to assist with interim progress certification, to update and revise the City's SWMP Plan, to create an enforcement response plan, additional public education and outreach, illicit discharge detection and elimination assistance, post construction stormwater management assistance, and to coordinate and develop a pollution prevention/good housekeeping program for all municipal operations that includes, public works, water, wastewater and recreation departments and to ensure their compliance.

Accordingly, I respectfully request the Common Council approve the enclosed 2026 North Tonawanda Stormwater Program Assistance Agreement with JM Davidson Engineering, D.P.C., 935 Sheridan Drive, Suite 120, Tonawanda, NY 14150 in an amount not to exceed \$40,000; authorizing the Mayor to sign said agreement, subject to the review by the City Attorney.

Very truly yours,

Chelsea L. Spahr, P.E.  
City Engineer

CLS:cls

Cc: file, w/encls  
Edward A. Zebulski III, City Attorney, w/encls  
John Urban, Superintendent of Public Works  
Jason Koepsell, Superintendent of Water and Wastewater  
Alex Domaradzki, Director of Youth, Recreation and Parks  
Jaime Davidson, PE, JM Davidson Engineering

**RECEIVED  
CITY CLERK'S OFFICE**

**2026 FEB 26 AM 9:43  
NORTH TONAWANDA NY**

February 25, 2026

Ms. Chelsea L. Spahr, PE  
City Engineer  
City Hall, 216 Payne Avenue  
North Tonawanda, New York 14120

**SUBJECT: PROPOSAL  
CITY OF NORTH TONAWANDA  
STORMWATER PROGRAM ASSISTANCE 2026**

Dear Ms. Spahr,

JM Davidson Engineering, D.P.C. (JMD) appreciates the opportunity to submit the following proposal to continue assisting the City of North Tonawanda (City) with implementation of your Stormwater Program. The City has a well-defined Stormwater Management Program (SWMP) that maintains compliance with the NYSDEC SPDES General Permit (GP-0-24-001) that went into effect on January 3, 2024. This proposal has been developed to assist the City with completing the items required by NYSDEC in 2026.

**SCOPE OF WORK**

The scope of services and basis of contract shall be as follows, including the assumptions made in developing the scope of work.

**Task 1 – Attend WNSYC Meetings**

- 1.1 JMD will continue to attend the Western New York Stormwater Coalition (WNSYC) meetings (assumed 5 meetings throughout the year) on behalf of the City. JMD is currently representing the City on the WNSYC Executive Board.

**Task 2 – Annual Report and Interim Progress Certification**

- 2.1 GP-0-24-001 requires the submission of Interim Progress Certifications by April 1 and October 1 each year, and an Annual Report by April 1. These reports are submitted electronically through the NYSDEC nForm system. We have included time for the following:
  - a. Meeting with City Department Heads, as needed, to gather information required for the Interim Progress Certification.
  - b. Preparing the Interim Progress Certifications and Annual Report electronically for review by the City.
  - c. Incorporating review comments, finalizing and submitting the Interim Progress Certification on behalf of the City. Alternately, the City Engineer/Stormwater Management Officer (SMO) may elect to directly submit this report before the required deadline.

### **Task 3 – Continue to Revise SWMP Plan and Draft Enforcement Response Plan (ERP)**

- 3.1 The City's SWMP Plan was revised in 2024 from the WNYSC model SWMP plan to meet the new requirements of GP-0-24-001, and an annual requirement of this permit is to review and update the SWMP Plan. In addition, in 2024 JMD started developing a more City-specific SWMP plan that can be navigated easily and provide clearer direction as to responsible parties and timelines. JMD will continue the efforts started in 2024 and conduct a thorough update of all SWMP Plan sections, lists, tables, contacts, appendices, etc.
- 3.2 JMD will continue working on a draft ERP template and work with the City Engineer and City Attorney to ensure that it is consistent with existing City codes and reflects the procedures desired by the City. The ERP is required as part of the new SWMP.
- 3.3 JMD will meet with the City Engineer to review the draft SWMP Plan prior to completion of the final document.
- 3.4 JMD will coordinate with the City to post the final SWMP Plan on the City's Stormwater webpage for public review and comment.

### **Task 4 – MCM 1/2: Public Education and Outreach**

- 4.1 Review the City's existing public outreach program including placement of posters/flyers/brochures, City's stormwater webpage, and public education events. Coordinate with the SMO regarding updates to the Public Education and Outreach plan to incorporate into the SWMP plan.
- 4.2 JMD will develop focus area outreach materials that can be included in municipal water bills to inform residents and business owners of stormwater considerations that they need to be aware of.
- 4.3 JMD will develop stormwater materials such as posters or laminated cards, as needed, that can be used to train municipal staff and be hung or left in municipal facilities as a reminder to staff of the stormwater requirements.

### **Task 5 – MCM 3: Illicit Discharge Detection and Elimination (IDDE)**

- 8.1 Conduct outfall inspections on behalf of the City. Assume up to two days in the field for a team of two. JMD will use JotForm to document the outfall inspections and copies of the inspection reports will be provided to the City upon completion.
- 8.2 JMD will assist the City Engineer in following up with Confer Plastics, which was the subject of IDDE-related complaints in previous years. JMD has budgeted one day for a team of two to coordinate and complete a site visit to Confer Plastics and Gratwick Park.

### **Task 6 – MCM 4: Construction Site Runoff**

- 6.1 Provide the City with an MS4 SWPPP site compliance inspection form in JotForm and incorporate standard inspection procedures in the SWMP Plan.
- 6.2 Assist the City with construction site SWPPP compliance inspections and/or SWPPP review as necessary. We have budgeted up to 48 hours for this task.

### **Task 7 – MCM 5: Post-Construction Stormwater Management**

- 7.1 Draft a letter that the City can use to request maintenance information from private post-construction stormwater management practice owners.

**Task 8 – MCM 6: Pollution Prevention / Good Housekeeping (P2/GH)**

- 8.1 Conduct municipal facility inspections with the intent of 1) documenting the type of activities conducted at each site and evaluating materials on the site exposed to stormwater, which will be used to prioritize each municipal facility, and 2) confirming municipal stormwater intraconnections. Assume up to two days in the field for a team of two. JMD will use JotForm to document each facility inspection and copies of the inspection reports will be provided to the City upon completion.
  - a. Dye testing to confirm floor drain connections has not been included in this effort, but can be completed as remaining budget allows. JMD can also provide a proposal for additional services if needed.
- 8.2 Create shapefiles in the City's stormwater GIS mapping that include interconnections, intraconnections, municipal facilities, and business districts, at a minimum. Also assist with stormwater GIS mapping edits, as needed.
- 8.3 Reach out to the municipal facilities that had P2/GH inspections previously to determine if recommendations have been implemented or if additional work is required. Our findings will be documented and sent to the City Engineer for additional follow-up.
- 8.4 Meet with DPW to begin implementation of the catch basin inspection and maintenance program, and conduct self-audits on municipal processes, as needed.
- 8.5 Provide training in an informal setting (tailgate-type training) for the following municipal staff, as needed. It is assumed that the posters or laminated cards developed under Task 4 will be utilized as the base presentation material.

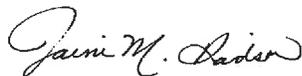
**FEES AND TERMS**

Services described above shall be provided on a Time and Expense basis with a fee not-to-exceed **\$39,700**. Our fee is based on the projected hours, rates, and expenses detailed in **Table 1** on the following page. JMD will invoice this project on a monthly basis using actual direct rates with a 2.61 multiplier.

We appreciate the opportunity to present this proposal to you and look forward to continuing working with you on your Stormwater Program. If you have any questions regarding this letter, please contact me at (716) 912-1423.

Sincerely,

JM Davidson Engineering, D.P.C.



Jaime M. Davidson, PE  
President

**Table 1  
JMD Labor Summary**

Title / Level	PM / Project Engineer	Senior Water Resources Engineer	Civil Engineer	Design Engineer	TOTAL
Direct Rate	\$65.00	\$60.32	\$55.12	\$42.90	
Multiplier	2.61	2.61	2.61	2.61	
Hourly Rate	\$169.65	\$157.44	\$143.86	\$111.97	
<b>Task 1 – Attend WNYSC Meetings</b>					
WNYSC Meetings (5 meetings x 2 hours/mtg)	10				10
<b>Task 2 – Interim Progress Certification and Annual Report</b>					
Gather data as needed from City	8				8
Complete Interim Progress Certification / Annual Report (assume electronic platform)	8	4			12
Review with City / finalize and submit	4				4
<b>Task 3 – Continue Work on SWMP Plan / Draft ERP</b>					
Develop municipal operations program (Section 7.2)	16				16
Develop catch basin inventory and maintenance program	16				16
DPW meetings / coordination	8				8
<b>Task 4 – MCM 1/2: Public Education &amp; Outreach</b>					
Develop focus area outreach materials for use with water bills	4	4			8
<b>Task 5 – MCM 3: IDDE</b>					
Conduct outfall inspections			16	16	32
Edit GIS with inspection results				24	24
Follow up with Confer Plastics / site visit	8	8			16
<b>Task 6 - MCM 4: Construction Site Runoff</b>					
Assist with SWPPP Review and/or MS4 Construction Site Inspections		16	16	16	48
<b>Task 7 - MCM 5: Post-Construction Stormwater Management</b>					
Draft letter to private BMP owners	2	2			4
<b>Task 8 - MCM 6: Pollution Prevention and Good Housekeeping</b>					
P2/GH facility inspections (assume 2 days field + 1 day for reports)	2		24		26
Follow up on status of past facility inspections	2		4		6
Assist DPW with catch basin inspection and maintenance program and self-audits	4		8		12
Training municipal staff at facilities (tailgate-type training)	8			8	16
<b>Total Hours</b>	<b>100</b>	<b>34</b>	<b>68</b>	<b>64</b>	<b>266</b>
<b>Total Cost</b>	<b>\$16,965.00</b>	<b>\$5,352.80</b>	<b>\$9,782.70</b>	<b>\$7,186.02</b>	<b>\$39,266.51</b>

Expenses: **\$433.49**

**TOTAL FEE: \$39,700.00**

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

MAR 03 2026

February 26<sup>th</sup>, 2026

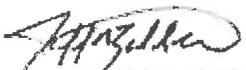
Honorable Austin J. Tylec, Mayor  
And Common Council Members  
City Hall  
216 Payne Avenue  
North Tonawanda, NY 14120

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 March 3rd, 2026, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,

  
JEFFREY ZELLNER  
CITY ACCOUNTANT

2026 FEB 26 AM 9:57  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE

City of North Tonawanda, New York  
**DEPARTMENT OF PUBLIC WORKS**  
758 Erie Avenue, North Tonawanda, New York 14120  
(716) 695-8585

  
February 23, 2026

Honorable Mayor & Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, New York  
14120

**MAR 03 2026**

2026 FEB 25 PM 12:10  
NORTH TONAWANDA NY

**RE: CITY CODE CHANGE - §45-7 SOLID WASTE COLLECTION**

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CITY CLERK'S OFFICE

Honorable Mayor & Common Council,

We have identified several areas within our solid waste code which we believe should be updated. These changes are necessary to address rising costs, maintain a clear set of rules, and ensure that we continue providing a high level of service to our community. These recommendations are the result of multiple internal discussions, as well as review and input from the Niagara County Public Works Director, Dawn Timm.

1. **45-7 Collection, B. Residential Additional Tote**

Single family homes may purchase one additional garbage cart for an annual fee of \$65. We would like to raise the price to accommodate rising costs (\$35.81 per ton in 2020 to \$47.50 per ton in 2026 – an increase of 33%). This does not include the cost of the receptacle itself. There are currently 331 additional paid carts in use, 25 of which were purchased in 2025.

**Suggested Change:**

*B. Residential producers shall be issued one garbage receptacle per dwelling unit up to a maximum of four garbage receptacles. Single-family residential producers who have a need for an additional garbage receptacle shall have the option to apply for the use of one additional garbage receptacle to be used at said parcel for an annual fee. **Additional garbage receptacles purchased before 6/1/2026 will be charged an annual fee of \$65 per year. Additional garbage receptacles purchased on or after 6/1/2026 will be charged an annual fee of \$80 per year.** The first year's payment shall be paid in advance of delivery and thereafter assessed as a yearly fee on the taxes of said property. Producers may return the garbage receptacles(s) at any time for removal of the fee from the following year's taxes. Applications shall be submitted to the Department of Public Works for review by the Superintendent and a determination will be made on a case-by-case basis at the discretion of the Superintendent. The Superintendent may deny any application without cause.*

## 2. **45-9 Separation and Preparation, E. Large Items**

Upon reviewing the solid waste code for other municipalities, we believe that it would be beneficial to strengthen our large items language to further protect the city from liability.

We would also like to establish an acceptable debris pile size of 4 cubic yards (3 ft x 3 ft x 12 ft). This standard is currently in practice, and it is also communicated to residents via our annual mailer. However, the current code does not specify a size limit, nor does it specify Superintendent discretion. We recommend the following language for cases where properties put out excessive debris piles and/or whole house move-outs. This is a scenario that we see relatively often at non-owner-occupied properties and multi-unit households with frequent tenant turnover. We feel that these costs should not fall on the taxpayers.

### **Suggested Additions:**

*(1) All large household furnishings, large bulky items, items over 30 pounds in weight or items not capable of being placed in garbage receptacles may be placed at the curb line only on the scheduled heavy pick-up collection day for that area. It shall be the sole responsibility of the property owner to dismantle any item so that it will not be a hazard to the public.*

*(2) All items placed for collection must be boxed, bagged or bundled. The City will no longer collect large, unconsolidated debris piles.*

*(3) A bulk pile must be at least two (2) feet away from trees, mailboxes, water boxes, fences or other obstructions or it will not be collected.*

*(4) Debris pile size must not exceed 4 cubic yards (3 ft x 3 ft x 12 ft).*

## 3. **45-9 Separation and Preparation, F. [Appliance Pickup]**

We would like to remove the following language as weekly bulk pickup is not something that we provide. The superintendent sets the annual bulk schedule, which has consistently been the first full week of every month except for November. We dedicate crews and trucks to bulk pickup during the designated bulk week.

### **Suggested Removal:**

*(F) Yard organics shall be placed in transparent plastic bags securely closed and not exceeding 30 pounds in weight. No more than two such bags may be placed outside of the garbage receptacle for each collection day. ~~Major appliances such as hot water tanks, stoves, refrigerators, washers and dryers; large metal items such as swing sets or bicycles, and~~ Tree parts may be placed outside of the garbage receptacle for each collection day. It shall be the sole responsibility of the property owner to have a sticker affixed to any appliance which uses Freon refrigerant, stating that such appliance has been certified as Freon-free by an individual qualified to certify same, prior to its placement at the street for collection.*

4. **45-12 Tires**

Tire disposal costs have increased substantially - rising from \$90 per ton in 2020 to \$155 per ton in 2026 (**a 72% increase**). We anticipate an additional increase as this contract will be going out to bid soon. While we are proud to be one of the municipalities that accepts tires from residents, we must adjust our rate to keep up with rapidly rising expenses.

We also recommend eliminating numbers 2 and 4, as we only charge based on if the tire is mounted or unmounted.

**Suggested Change:**

- (1) For any size unmounted auto tire: ~~\$5~~ **\$10***
- ~~(2) For any size unmounted truck tire: \$15~~*
- ~~(3)~~ (2) For any mounted auto tire: ~~\$10~~ **\$20***
- ~~(4) For any mounted truck tire: \$20~~*
- ~~(5)~~ (3) For any tractor or agriculture tires: ~~\$55~~ **\$65***

Thank you for your consideration.

Best,  


John Urban  
Superintendent of Public Works

JDU/jms

February 23rd, 2026

Donna Braun

City Clerk/ Treasurer

216 Payne Avenue North Tonawanda, NY 14120

Traffic Safety Minutes:

XVII.

MAR 03 2026

The February 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, M. Lemke, J. Sikora, N. Ferguson, M. Nalbone, Rob Orlovski, Richard Hall and R. Brennan. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

1. Nash and Wurlitzer intersection has been completed. \$42,000 will be returned to the traffic dept. budget through the intoxicated drivers insurance.
2. Member Frank is aware of speed problems with Nash, Park and Wright.
3. Truck issues on East Robinson and Schenck. Member Frank and his team will be trying to resolve this issue.

The next Traffic Safety Meeting will be held on March 16<sup>th</sup>, 2026.

Travel safely!

Matthew R. Meisenburg

2026 FEB 23 AM 9:53  
NORTH TONAWANDA NY

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CFO. A.

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CITY CLERK'S OFFICE

Date: 2/13/26

2026 FEB 13 AM 9:01  
NORTH TONAWANDA NY

MAR 03 2026

North Tonawanda Common Council  
216 Payne Avenue  
North Tonawanda NY 114120

Dear Honorable Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you

Sincerely,



Name: Stan P. Nickerson

Address: 327 Wheatfield St

N. Tonawanda, NY 14120

MAR 03 2026

North Tonawanda Common Council  
216 Payne Avenue  
North Tonawanda, New York 14120

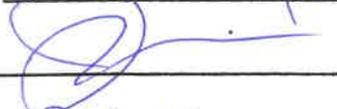
Dear Honorable Body:

I am requesting to be reappointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you.

Sincerely,

Joseph Mantonio



240 N REAPER ST

North Tonawanda, NY 14120

2026 FEB 26 PM 1:49  
NORTH TONAWANDA NY

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CFO. B.

2/16/2026

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

MAR 03 2026

Re: 2026 Thunder on the Niagara Hydroplane Races

Dear Mayor Tylec, members of the Common Council,

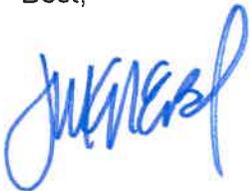
Please accept this letter as the formal request for exclusive utilization of Gratwick-Riverside Park on August 1<sup>st</sup> and 2<sup>nd</sup>, 2026. We would once again be setting up for the event Thursday July 30<sup>th</sup> and complete the clean up on August 3<sup>rd</sup>, 2026.

As a part of this request, we request the closure of the boat launch within the park from Noon Friday July 31<sup>st</sup> until 8pm August 2<sup>nd</sup>.

We would also like to once again work with your department heads and other personnel you deem necessary and may have a vested interest in the event for a pre-event meeting and if required, a post event meeting.

As always, we thank you for your continued support and assistance in making this event an annual success.

Best,



John Krebs

Commodore, Niagara Frontier Boat Racing Association

C - 716-982-4378

E – [jkrebs@montante.com](mailto:jkrebs@montante.com)

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2026 FEB 17 PM1:35  
NORTH TONAWANDA NY

3/9/2021

Honorable Mayor Austin Tylec

North Tonawanda City Hall 216 Payne Avenue

North Tonawanda, NY 14120

CFO. C.

MAR 03 2026

Dear Mayor Tylec and Council,

The Oliver Street Merchants Association is requesting permission from the City of North Tonawanda to hold a Shop with Pride at Heritage Park on Saturday, June 20<sup>th</sup>, 2026 from 11am to 4pm. The goal of this event is to bring our community together while supporting small local businesses. We are seeking permission to use Heritage Park located at 179 Oliver Street between Vandervort Street and Lincoln Avenue indicated with the attached map. We are also requesting permission to have up to no more than approximately 8 food trucks and up to 70 vendors, all vendors will be spaced out appropriately to follow any NYS guidelines in place at the time. These vendors consist of craft vendors, local retail businesses, local food vendors as well as educational booths. All food trucks are aware that they must go through the city to get proper permits as well as a completed background check.

We are also would like to request the scheduling of manpower from the D.P.W. and parks department to assist with any possible clean up after the event, as well as garbage and recycling totes to be placed at both ends of the park. In addition, we are requesting the fire inspector to do a walk through to make sure all the safety requirements are met. Since some of the vendors may be setting up their tents the evening prior to the event, we would also like to request that the NT police department patrol that area the night prior to the event. We will also have hand sanitizer, as well as public restrooms appropriately placed throughout the event. Attached is our up-to-date insurance information and event application. Thank you so much for your consideration.

Respectfully,

Heather Farley

Pride Festival Event Manager

Oliver St Merchant Association

423-802-9766

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2026 FEB 23 AM 9:53  
NORTH TONAWANDA NY

CFO. D.

**Donna Braun**

**From:** Laura Brick <rescuefireco5@gmail.com>  
**Sent:** Friday, February 20, 2026 5:35 PM  
**To:** Donna Braun  
**Cc:** Lori Swartz; larry kuebler; Sue  
**Subject:** Rescue Fire Company #5 - Request for 50/35/25-Year Service Certificates

**MAR 03 2026**

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Donna,

I hope you are doing well.

On behalf of Rescue Fire Company No. 5, I am writing to request service recognition certificates for members who have reached their 50, 35, and 25 year milestones.

We are admittedly behind in submitting these requests and are working to catch up so that our members receive the recognition they deserve. Moving forward, we will submit these requests on a more regular and timely basis.

Below is the list of members eligible for recognition:

<b>Rescue Fire Co. #5 Member List</b>		
<b>Last Name</b>	<b>First Name</b>	<b>Date Joined</b>
<b>50 Year</b>		
Welsh	James	2/5/1972
Stringfellow	John	8/3/1972
Kuebler	Larry	11/3/1972
Husvar	Charles, Jr	4/6/1973
Zielinski	Josesph	7/5/1974
Richau	Arthur	4/9/1975
Eisenhauer	Thomas	7/11/1975
Skovenski	Edward	8/1/1975
Bryan	Kenneth	11/7/1975
Ballou	Thomas	1/2/1976
<b>35 Year</b>		
Diermyer	James	3/2/1984
Snyder	Paul	8/3/1984
Wurl	Mark	8/3/1984
Mordick	James	1/4/1985
Phelps	Mark	7/5/1985
Reimer	Rick	1/3/1986
Phelps	Michael F	3/6/1987

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**2026 FEB 23 AM 9:53  
NORTH TONAWANDA NY**

Kalota	Robert	11/6/1987
Toth	Dennis	11/6/1987
Grawe	Lawrence, Jr	5/5/1989
Powers	Christopher	9/7/1990
Kuebler	Larry Jr	5/3/1991
<b>25 Year</b>		
Lekki	Dennis	9/4/1992
Mercio	Philip	9/3/1993
Phillips	Robert	10/7/1994
Gonas	Mark	7/9/1999
Sommerfeldt	Neil	7/9/1999
Mims	Cathy	8/7/1999

Please let us know if you need anything additional from us to process this request.

Thank you for your support of our department and our members.

Respectfully,

Laura Ann Brick

Recording Secretary  
 Rescue Fire Company No. 5  
 1241 Strad Avenue  
 North Tonawanda, NY 14120  
[rescuefireco5@gmail.com](mailto:rescuefireco5@gmail.com)