

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

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

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

November 26, 2025

The following meetings have been scheduled for TUESDAY, DECEMBER 2, 2025

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 Schmigel, DiBernardo, Lavey, Loncar, Marranca**

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, DECEMBER 2, 2025, 6:30 PM

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

COMMUNICATIONS FROM CITY OFFICIALS

IV. Engineer

**Re: Approval of the 2024-09 – North
Tonawanda Community Center
Agreement Amendment No. 1 Additional
Geotechnical Services**

VII. Accountant

**Re: Payment of the Abstract of Claims Dated
December 2, 2025**

XVII. Traffic Safety Committee

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

XXV. Monthly Reports

.1 Police Department

Respectfully submitted,



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



**City of North Tonawanda
Department of Engineering**

City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org

Chelsea L. Spahr, P.E.

City Engineer

Phone: (716) 695-8565

Fax: (716) 695-8568

November 21, 2025

IV.

DEC 02 2025

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

**Re: 2024-09 – North Tonawanda Community Center
Agreement Amendment No. 1 Additional Geotechnical Services**

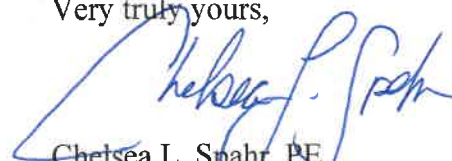
Dear Honorable Body:

Enclosed is a proposal from Architectural Resources to complete additional geotechnical engineering and reporting services due to the expanded square footage and placement of the proposed new structure on the east side of the existing Keller Building.

Accordingly, I respectfully request that the Common Council approve the enclosed agreement for geotechnical services with Architectural Resources, 505 Franklin Street, Buffalo, NY 14202; in the amount of \$6,545.00; and authorize the Mayor to sign said agreement subject to review by the City Attorney.

Please let me know if you have any further questions or concerns. Thank you for your consideration.

Very truly yours,


Chelsea L. Spahr, PE
City Engineer

CLS:cls

Cc: file
Alex Domaradzski, Director of Parks, Recreation, Youth and Seniors
Laura Wilson, Director of Community Development
Edward A. Zebulske III, City Attorney
Jeffery Zellner, City Accountant
Michael Tuzzo, AIA Architectural Resources

2025 NOV 24 AM 9:22
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

Architectural Resources

505 Franklin Street
Buffalo, NY 14202
716 883 5566
716 883 5569 fax
mail@archres.com

303 West 13th Street
New York, NY 10014
212 674 1457

November 14, 2025

Chelsea L Spahr, PE
City Engineer
North Tonawanda City Hall
216 Payne Avenue
North Tonawanda, NY 14120

North Tonawanda Recreational Community Center
NT Project No. 2024-09
A|r Project No. 214.03
Proposed Fee Adjustment – Geotechnical Engineering and Reporting



Dear Chelsea,

Geotechnical engineering and reporting provide the design team with critical site information that guides structural and civil engineering efforts. Changes from the initial design scope, including the expanded square footage of the addition and its placement on the East side of the existing Keller building, have necessitated changes to the geotechnical scope of work including:

- One (1) additional deep (50 ft) test boring for seismic assessment
- One (1) additional 25 ft test boring
- Bedrock sampling
- Two (2) Infiltration tests (per NYS Stormwater Design Requirements)

A full breakdown of the geotechnical services to be provided is included within the attached proposal forms.

Architectural Resources

505 Franklin Street
Buffalo, NY 14202
716 883 5566
716 883 5569 fax
mail@archres.com

303 West 13th Street
New York, NY 10014
212 674 1457

The original lump sum fee for geotechnical engineering and reporting was Twelve Thousand Forty-Five Dollars broken down as follows:

Architectural Resources.....	\$1,095
Barron & Associates, PC	\$10,950
	<hr/>
	\$12,045

We propose additional compensation as a lump sum in the amount of Six Thousand Five Hundred Forty-Five Dollars, broken down as follows:

Architectural Resources.....	\$525
Barron & Associates, PC	\$5,250
	<hr/>
	\$6,545

Should you have any questions or require any additional information please do not hesitate to contact me.



Sincerely,

Peter C. Murad, AIA, AICP



BARRON & ASSOCIATES, P.C.

Geotechnical Consulting and Special Inspections

10440 Main Street
Clarence, NY 14031

(716) 759-7821
www.barronandassociatespc.com

September 30, 2025

Proposal No.: 6869

Architectural Resources

505 Franklin Street
Buffalo, NY 14202

Attn.: Mr. Michael Tuzzo, AIA LEED AP

Project: Proposal for Subsurface Exploration and
Geotechnical Engineering Services for
Proposed Recreational Community Center
500 Wheatfield Street
North Tonawanda, New York 14120

Barron & Associates, P.C. and Buffalo Drilling Company, Inc. are pleased to submit this cost proposal for subsurface explorations and engineering evaluation for the above referenced project. **This proposal includes provisions for prevailing wage rates typical of a public works project and is contingent upon the client providing all weather access to truck-mounted drilling equipment.** The scope of services and costs to complete the requested efforts are presented below for consideration.

SCOPE OF SERVICES AND COSTS

<u>Item</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Total Cost</u>
1. Test boring layout, survey, and UFPO call-in.		L.S.	\$ 500.00
2. Mobilization of truck mounted drill rig, equipment, tools, and supplies.		L.S.	\$ 1,500.00
3. Drilling with hollow-stem augers and retrieval of split-spoon samples in accordance with ASTM D1586.			
- Two deep test boring to refusal (estimated depth of 50 feet).	\$ 2,000.00 /boring	2 borings	\$ 4,000.00
- Four test borings each to a depth up to 25 feet.	\$ 1,000.00 /boring	4 borings	\$ 4,000.00
4. Drilling with Nx core barrel and retrieval of bedrock samples in accordance with ASTM D2113.	\$ 150.00 /foot	5 feet	\$ 750.00
5. Infiltration testing as per NYS Stormwater Design Manual requirements.	\$ 750.00 /test	2 tests	\$ 1,500.00
6. Classification of retrieved samples, preparation of detailed boring logs, and laboratory testing.		L.S.	\$ 500.00
7. Provision of geotechnical engineering evaluations and preparation of report.			
a. Professional Engineer	\$ 250.00 /hour	2 hours	\$ 500.00
b. Geotechnical Engineer / Professional Geologist	\$ 150.00 /hour	10 hours	\$ 1,500.00
c. Geologist / Sr. Engineering Technician	\$ 100.00 /hour	8 hours	\$ 800.00
d. Draftsman	\$ 75.00 /hour	4 hours	\$ 300.00
e. Report Reproduction and Distribution		L.S.	\$ 350.00

TOTAL ESTIMATED COST: \$ 16,200.00

Original Fee: \$10,950

Difference: \$5,250

AUTHORIZATION TO PROCEED

Please sign below to indicate your acceptance of this proposal and the scope of services, and return to our office, via email, as soon as possible.

This proposal is contingent upon the following conditions:

- 1.) The site is assumed to be clean and no provisions are made for special environmental handling of soils, water, or equipment.
- 2.) The client must locate all on-site utilities or any other services which would not be identified by contacting UFPO.
- 3.) If necessary, and pending client authorization, any additions to the quantities presented below will be charged at the provided unit rates.
- 4.) The client must obtain all permits needed for site access.

Accepting this proposal and authorizing these services:

For.: Proposal for Subsurface Exploration and
 Geotechnical Engineering Services for
 Proposed Recreational Community Center
 500 Wheatfield Street
 North Tonawanda, New York 14120

B&A Proposal No.: 6869

Estimated Cost: **\$16,200.00**

B&A Representative: #REF!

~~Client Signature: _____~~

~~Client Name: _____~~

~~Company: _____~~

~~Address: _____~~

~~Phone Number: _____~~

~~E-Mail Address: _____~~

~~Date: _____~~

Client will be invoiced every thirty (30) days for all work completed for the previous period or upon completion, if duration of work is less than thirty (30) days. Standard terms for payment are thirty (30) days from date of invoice. Interest at the rate of 2% per month (24% per year) will be charged on all outstanding balances in excess of thirty (30) days. It is agreed that Client will be responsible for all reasonable costs incurred in collecting overdue amounts. It is further agreed that if the accounts receivable manager is not notified with ten (10) days of the invoice date, it is assumed Client agrees with invoiced amount. These terms will be enforceable in the State of New York.

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

VII

DEC 02 2025

November 20, 2025

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 December 2nd, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

RECEIVED
CITY CLERK'S OFFICE

2025 NOV 20 PM 3:15
NORTH TONAWANDA NY

XVII

November 17th , 2025

Donna Braun

City Clerk/ Treasurer

216 Payne Avenue North Tonawanda, NY 14120

Traffic Safety Minutes:

DEC 02 2025

The November 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, and R. Brennan. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

1. Request for a terrace parking permit from David Alexander Vuich at 112 1st Avenue. The reasoning for his request is for an additional car that is being used for parts. Members drove by seeing the car parked in the road with all flat tires and full of parts to the roof of the car. Having a vehicle parked on a terrace like this is a complete eye soar. The committee denied the request.
2. There have been concerns crossing Oliver at Center Ave. At this time, we can't paint a dedicated crosswalk due to the cold weather. Most of the concerns came from OLC church. Member Meisenburg reached out to the pastor of OLC, and he said he will eventually make the purchase of the illuminated crosswalk signs that Matt's music installed on Oliver. Matt's music has had positive feedback and has seen a significant reduction in speed in front of their business.
3. Nash road speeding is continuing to be monitored by NTPD. The Signal Dept. will be adding more 30 mph signs on Nash from Twin City to Walck rd.

The next Traffic Safety Meeting will be held on December 15th ,2025.
Travel safely!

Matthew R. Meisenburg

2025 NOV 25 PM 10:38
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE



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

XXY, 1

DEC 02 2025

November 19, 2025

Honorable Mayor Austin J. Tylec and
Members of the City of North Tonawanda Common Council

Dear Sirs,

Please find the attached Summary of Police Activities Report, the Summary of Criminal Activities Report, and the V&T Report for the month of OCTOBER 2025.

Respectfully Submitted,

Keith T. Glass
Chief of Police

cc: Joe Loncar
cc: Robert Schmigel
cc: Frank DiBernardo
cc: Joseph Lavey Jr.
cc: Joe Marranca

KTG/as

<p style="text-align: center;">NORTH TONAWANDA POLICE DEPARTMENT</p> <p style="text-align: center;">SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF OCTOBER 2025</p>
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CRIMINAL

Complaints received and investigated	88
Complaints cleared by arrest or exceptional clearance	32
Complaints ruled unfounded	0
Number of males arrested	under 18: 2 over 18: 28 30
Number of females arrested	under 18: 0 over 18: 7 7
Arrests for other authorities	0
Failure to Appear/Violation of Probation Warrant Arrests	14

TRAFFIC

Traffic summonses issued	198
DWI arrests	6
Parking tags issued	24

MISCELLANEOUS

Miscellaneous service	2,402
Incident reports	104
Vehicle accidents	63
Vehicle accidents (fatal)	0
Vehicle stops	730
Police escorts	2
Prisoner meals	61
Mug shots taken	42
Fingerprints taken	42
Persons missing and located	0
Automobiles stolen	5
Automobiles recovered	4
Automobiles recovered for other authorities	0
Record check fees	\$120.00
Photocopy fees	\$4.00
Fines collected	\$68,262.00
Value of property damaged	\$6,211.00
Value of property stolen	\$555,934.32
Value of property recovered	\$97,625.00

Respectfully submitted,



Keith T. Glass
Chief of Police

KTG/as

<p style="text-align: center;">NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF OCTOBER 2025</p>

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	<u>COMPLAINTS</u>		
	Received	Cleared	Unfounded
AGG. ASSAULT	5	5	0
ALL OTHER OFFENSES	11	6	0
ARSON	0	0	0
BURGLARY	1	0	0
COERCION	0	0	0
CRIMINAL MISCHIEF	6	1	0
CRIM POSS WEAPON	1	1	0
DIS CON	0	0	0
HARASSMENT (SIMPLE ASSAULT)	14	11	0
DRUG OFFENSES	5	1	0
EMBEZZLEMENT	0	0	0
FAILURE TO APPEAR	14	14	0
FORGERY	0	0	0
FRAUD (ID THEFT)	1	0	0
LARCENY	24	4	0
LEAVING THE SCENE	12	2	0
MURDER	0	0	0
RAPE	0	0	0
ROBBERY	0	0	0
SEXUAL OFFENSES	3	0	0
POSSESSION OF STOLEN PROPERTY	0	0	0
UNAUTH USE M/V	5	4	0
VIOL OF PROBATION	0	0	0
ARRESTS FOR OTHER AUTHORITIES		0	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		8	
TOTALS	102	57	0

V & T REPORT FOR THE MONTH OF OCTOBER 2025
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TRAFFIC INFRACTIONS:

SPEEDING	323
REDLIGHT VIOLATION	22
STOP SIGN VIOLATION	193
NO REGISTRATION	14
NO LICENSE	12
FAULTY EQUIPMENT	25
NO INSPECTION	15
FAILED TO YIELD RIGHT OF WAY	6
SEAT BELT VIOLATION	16
NO INSURANCE	1
LICENSE PLATE VIOLATION	9
IMPROPER TURN	8
DROVE ON LEFT SIDE OF PAVEMENT MARKINGS	3
FAILED TO KEEP RIGHT	3
LEAVING SCENE OF INCIDENT	5
FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST	0
AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE	0
FAILURE TO NOTIFY COMMISSIONER OF CHANGE OF ADDRESS	1
UNSAFE BACKING	5
MISCELLANEOUS	126
TOTAL	787

TRAFFIC MISDEMEANORS:

DWI	9
OPERATING WHILE REGIS. SUSPENDED/REVOKED	14
AGGRAVATED UNLICENSED OPER 3RD	21
AGGRAVATED UNLICENSED OPER 2ND	11
RECKLESS DRIVING	0
LEAVING SCENE INJURY ACCIDENT	0
DISPLAY FORGED CERTIFICATE W/O INSPECTION	1
OPER MV WHEN LICENSE/REGISTRATION IS SUSPENDED	8
FAILURE TO SURRENDER SUSP/REVOKED LICENSE/REGIS	6
USE/LEASE/RENTED/LOANED VEHICLE W/O INTERLOCK DEVICE	1
EQUIPMENT VIOLATIONS - MISDEMEANOR	0
FAIL TO SECURE SHIFTABLE LOAD/LOGS INSECURELY FASTENED	0
ILLEGAL SPEED CONTEST	0
POSSESSION OF A LOADED FIREARM IN/ON VEHICLE	0
UNLAWFUL DISPOSAL TRAFFIC SUMMONS	0
FAIL TO SURRENDER ITEMS AFTER REVOCATION	0
TOTAL	71

TRAFFIC FELONIES:

AGGRAVATED UNLICENSED OPERATION 1ST	1
AGGRAVATED DWI/CHILD IN VEHICLE	0
OPERATE MV .08 OF 1% OR MORE ALC-PRIOR CONV DESIG	0
DWI/PREVIOUS CONVICTION W/IN 10 YEARS	0
DRIVING W/ABILITY IMPAIRED BY DRUG(SPECIAL)	0
DRIVING W/ABILITY IMPAIRED BY DRUG(FELONY)	0
LEAVING SCENE ACCIDENT RESULTING IN SERIOUS INJURY	0
TOTAL	1

FINES (CITY IMPOSED):

TRAFFIC	\$2,576.00
TRAFFIC (PARKING)	\$64,456.00
CITY (PL,LOC,ABC)	\$50.00
BAIL FORFEITURE	\$0.00
PARKING TAGS	<u>\$1,180.00</u>
TOTAL	\$68,262.00

MUG SHOTS: 41

PARKING TAGS: 24

MEAL TICKETS: 61