

THE HONORABLE BODY
Council Chambers
Municipal Building
North Tonawanda, New York 14120
Tuesday, September 1, 2026
6:30 P.M.

REGULAR SESSION CALLED TO ORDER BY PRESIDENT RICHARDS

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: **President Richards**
 Alderman Schulmeister, Roe, Lavey, Murphy

Absent: **None**

Also Present: **Mayor Austin J. Tylec**
 City Attorney Edward Zebulske III

AUDIENCE PARTICIPATION- None

APPROVAL OF THE MINUTES OF THE REGULAR SESSION AUGUST 18, 2026

MOVED by Alderman **Roe** **SECONDED** by Alderman **Lavey**
That the minutes of the regular session held August 18, 2026, be approved as circulated
and filed in the Office of the City Clerk.

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards **(5)**

Nays: None **(0)**

CARRIED.

PROOF OF PUBLICATION PUBLISHED 8/12/2026

- 1) Legal Notice – Bids for the Non-Hazardous Solid Waste Disposal – Supt. Public Works**

PROOF OF PUBLICATION PUBLISHED 8/13/2026

- 1) Legal Notice – Proposals for a City-Wide Fire Station Condition Assessment and Analysis – Fire Chief**

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

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards **(5)**

Nays: None **(0)**

CARRIED.

COMMUNICATIONS FROM CITY OFFICIALS

II.1 Attorney

August 21, 2026

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

**Re: Proposed Easement Agreement between City of North Tonawanda and
75 Main [], LLC, to Facilitate Installation of New Utility Lines**

Dear Honorable Body:

Attached is a proposed Easement Agreement between the City of North Tonawanda and 75 Main [], LLC, to facilitate installing underground utility lines across a small portion of the alleyway between Goundry Street and Columbia Drive. The easement area would measure approximately 15 feet wide and 16.5 feet long, as indicated in Exhibit C attached.

Should your Honorable Body concur, please pass a resolution to permit the execution of Easement 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**

**MOVED by Alderman Schulmeister SECONDED by Alderman Roe
That the Common Council hereby approves the attached Proposed Easement Agreement between the City of North Tonawanda and 75 Main [], LLC, to facilitate installing underground utility lines across a small portion of the alleyway between Goundry Street and Columbia Drive, approximately 15 feet wide and 16.5 feet long.**

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards (5)

Nays: None (0)

CARRIED.

II.2 Attorney

August 26, 2026

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

**Re: Renewal Agreements for 2027 between City of North Tonawanda and the Six
Volunteer Fire Companies in North Tonawanda**

Dear Honorable Body:

Attached are proposed renewal contracts for the 2027 year between the City Volunteer Fire Companies and the City of North Tonawanda. The six fire companies include: Gratwick Hose Company, Active Hose Company, Columbia Hook & Ladder Company, Live Hose Company, Rescue Fire Company and Sweeney Hose Company.

Should your Honorable body concur, please pass a resolution to permit the execution of the renewal contracts by the Mayor, subject to any further review by the City Attorney.

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

**Very truly yours,
Edward A. Zebulske, III
City Attorney**

MOVED by Alderman Lavey SECONDED by Alderman Schulmeister

That the Common Council hereby approves the attached contracts for 2027 between the City of North Tonawanda and the six volunteer fire companies, Gratwick Hose Company, Active Hose Company, Columbia Hook & Ladder Company, Live Hose Company, Rescue Fire Company and Sweeney Hose Company.

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards

(5)

Nays: None

(0)

CARRIED.

III. Clerk-Treasurer

August 25, 2026

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

Re: Sale of City Property

Dear Honorable Body,

I respectfully request your honorable body's decision on a proposed sale of property to Carlton Durham at 1416 East Robinson. Mr. Durham would like to purchase city property directly behind his home. Per the City Assessor the lot size would measure 90' x 31' and recommends a purchase price of \$1,000.00. Upon approval, this sale would be finalized with the City Attorney's office.

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

MOVED by Alderman Roe SECONDED by Alderman Lavey
That the Common Council hereby approves the purchase of City Property located behind
1416 East Robinson Street measuring 90' x 31' at a purchase price of \$1,000.00.

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards

(5)

Nays: None

(0)

CARRIED.

VII. Accountant

August 27, 2026

**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 September 1st, 2026, 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 Roe **SECONDED** by Alderman Schulmeister
That the Common Council hereby authorizes for payment the current Abstract of Claims for Common Council Audit dated September 1st, 2026, and further authorizes the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant:

01	General Fund	\$347,103.67
02	Water Fund	\$46,085.21
04	Sewer Fund	\$40,822.42
06	Capital Project Fund	\$1,196,566.82
07	Trust & Agency Fund	<u>\$ 37,946.11</u>
00	Final Total	\$1,668,524.23

Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards (5)
Nays: None (0)
CARRIED.

X. Police Chief

August 18, 2026

Mayor Austin Tylec
And Common Council Members
216 Payne Avenue
North Tonawanda, NY 14120

Dear Honorable Body,

I am writing to formally notify the Common Council of an amendment to the existing School Resource Officer Agreement between the City of North Tonawanda and the North Tonawanda School District.

The amendment provides for the addition of one school resource officer (SRO), increasing the total number of SROs assigned to the North Tonawanda city School district from four to five officers. The additional position will become effective August 31, 2026, at the beginning of the upcoming school year.

Under the amended agreement, the school district will provide the City with \$120,000 annually for each SRO, including the newly added position. The amendment has been approved by the North Tonawanda City School District Board of Education and signed by Superintendent Jeffrey Jachlewski.

The addition of this position will allow the police department and school district to expand our SRO program and provide an increased law enforcement presence within our schools. In addition to providing security, our SROs play an important role in building relationships with students and staff, responding to incidents, assisting with emergency preparedness, and addressing issues before they escalate into more serious concerns.

Because this amendment modifies the existing agreement between the City and the school district, I am forwarding it to the Common Council for its review and any necessary approval or action on behalf of the City. The police department appreciates the continued support of the Mayor, Common Council, Board of education, and School District

administration for the SRO program and our shared commitment to maintaining a safe environment for our students, facility, and staff.

**Respectfully,
Keith Glass
Chief of Police**

MOVED by Alderman Roe **SECONDED by Alderman Lavey**
That the Common Council hereby approves the attached amendment to the existing School Resource Officer Agreement between the City of North Tonawanda and the North Tonawanda School District, effective August 31, 2026.
Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards **(5)**
Nays: None **(0)**
CARRIED.

XIV. Youth, Recreation, Parks & Seniors

August 27, 2026

**Hon. Mayor Tylec
And Common Council
216 Payne Avenue
North Tonawanda, NY 14120**

We recently received and reviewed eight (8) proposals from engineering firms for the Deerwood Golf Course Cart Path and Parking Lot Improvement Project.

Based on committee scoring of these proposals, we are recommending the approval of award to DiDonato Associates, 689 Main Street, Buffalo, NY 14203 at the cost of \$106,461 base bid and \$77,282 for alternate (bidding, construction admin, construction inspection, ground topography), totaling \$183,743. This cost falls within the budgeted amount for engineering services bonded for the project.

**Respectfully submitted,
Alex Domaradzki
Dir. Youth, Recreation, Parks & Seniors**

MOVED by Alderman Roe **SECONDED by Alderman Schulmeister**
That the Common Council hereby awards the bid for the Deerwood Golf Course Cart Path and Parking Lot Improvement Project to DiDonato Associates, 689 Main Street, Buffalo, NY 14203 at the cost of \$106,461 base bid and \$77,282 for alternate (bidding, construction admin, construction inspection, ground topography), totaling \$183,743.
Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards **(5)**
Nays: None **(0)**
CARRIED.

XVII. Traffic Safety

August 17, 2026

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

Traffic Safety Minutes:

The August 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, M. Lemke, N. Ferguson, M. Nalbone, Richard Hall and R. Orlowski. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

- 1. The construction of Payne and Meadow intersection is underway!!!
- 2. 4-way stop at Wayne and Meadow Drive is working very well with no complaints
- 3. River and Felton traffic signal timing has been fixed by NYS DOT
- 4. Police speed board has been on Meadow, Warner, Sweeney and Lexington. Future locations will be Forbes, Nash and Wurlitzer.

The next Traffic Safety Meeting will be held on September 21, 2026.

Tavel Safely!
Matthew R. Meisenburg

MOVED by Alderman Richards SECONDED by Alderman Roe
That the Common Council hereby receives and files the Traffic Safety minutes from their August meeting.
Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards (5)
Nays: None (0)
CARRIED.

XXV. Monthly Reports

.1 Police Department

MOVED by Alderman Lavey SECONDED by Alderman Roe
That the Common Council hereby receives and files the aforementioned Monthly Reports.
Ayes: Alderman Schulmeister, Roe, Lavey, Murphy, Richards (5)
Nays: None (0)
CARRIED.

AUDIENCE PARTICIPATION

Marie Hewitt 705 Sandra Lane-Would like to thank Chief Glass and everyone else involved in monitoring the noise coming from Washington Mills in Tonawanda. Taking the Noice measurements and getting them to the appropriate people at Washington Mills to address. Will there be any fines involved at this time?

Sue Wilke 329 Miller Street-She is concerned about the corner of Bryant and Robinson, by the Market. There is a utility pole and a landscaped area around it. She states that it is difficult making a left hand turn. She would like to see the city look into this area. Also there is a sidewalk near the market on Bryant that is heaved.

Robert Kensek 337 Christiana Street-Suggesting to the city that all Bikes, E-Bikes and Scooters should have to be licensed by the city, just like it was when he was a kid. Suggested that the Harbor Master Building at Gateway be cleaned up. Code Enforcement should pay more attention to all the abandoned cars with no plates on them. One last thing, the house at the corner of Bryant and Christina has been sitting there since a fire was in it, can we address this.

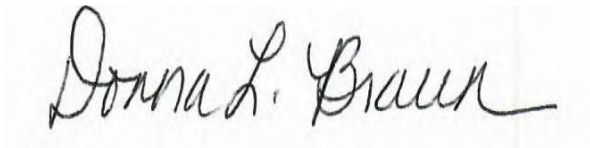
Sonia Douza 123 Miller Street-Agrees with Sue Wilke’s concerns about the corner of Bryant and Robinson, not being able to make a left hand turn due to obstruction. It is the same situation on Oliver and some streets off Oliver. The city’s Traffic department should take a look at this situation. Also, could we Clean up the area of Carruthers and Sommer.

ADJOURNMENT

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

Time of Adjournment: 7:02 P.M.

Respectfully submitted

A handwritten signature in black ink that reads "Donna L. Braun". The signature is written in a cursive style with a long horizontal flourish at the end.

Donna L. Braun
City Clerk-Treasurer