

**CITY OF LOCKPORT**  
**CORPORATION PROCEEDINGS**

Lockport Municipal Building

Regular Meeting  
Official Record

December 1, 2021  
5:30 P.M.

Mayor Michelle M. Roman called the meeting to order.

**ROLL CALL**

The following Common Council members answered the roll call:

Aldermen Abbott, Allport, Devine, Kantor, Oates, and Schratz.

**INVOCATION**

**MAYOR'S UPDATE**

**RECESS**

Recess for public input.

**120121.1**

**APPROVAL OF MINUTES**

On motion of Alderman Schratz, seconded by Alderman \_\_\_\_\_, the minutes of the Regular Meeting of November 17, 2021 are hereby approved as printed in the Journal of Proceedings. Ayes \_\_\_\_\_. Carried.

**PUBLIC HEARING**

The Mayor announced a public hearing relative to the application for CDBG funding for a brewpub, restaurant, and entertainment complex at 13 W. Main Street.

The Mayor asked the City Clerk if any petitions or communications relative to said application have been received.

Recess for public input.

The Mayor closed the public hearing.

**FROM THE MAYOR**

**Appointments:**

11/16/21 Lashonda McKenzie, 30 High Street, Lockport, NY – reappointed as a member of the Youth Board. Said term expires December 31, 2024.

11/16/21 Samuel Marotta, 4 Remick Parkway, Lockport, NY – appointed to the Zoning Board. Said term expires on November 15, 2024.

11/16/21 William Kevin Foltz, 94 North Transit Street, Lockport, NY – reappointed to the Zoning Board. Said term expires on November 15, 2024.

Received and filed.

### FROM THE CITY CLERK

The Clerk submitted payrolls, bills for services and expenses, and reported that the Department Heads submitted reports of labor performed in their departments.

Referred to the Finance Committee.

**Communications** (which have been referred to the appropriate City officials)

11/17/21 Mayor Michelle M. Roman – recommendation that Deanna Dorward, 76 Crosby Avenue, Lockport, NY, be appointed to the Lockport Board of Assessment Review.

Referred to the Committee of the Whole.

### Notice of Complaint:

11/22/21 187 Olcott St - tree

Referred to the Director of Streets and Parks.

### MOTIONS & RESOLUTIONS

#### 120121.2

By Alderman Oates:

Resolved, that the Mayor and City Clerk be authorized to issue orders in favor of the claimants for payrolls, bills, and services to be paid on December 2, 2021 as follows:

General Fund	Fund A	\$113,311.86
Water Fund	Fund FX	\$17,049.38
Sewer Fund	Fund G	\$31,657.88
Capital Projects	Fund H	\$2,800.00
Self Insurance	Fund MS	\$84,696.20
Community Dev.	Fund cd	\$18,800.00
Payroll	Pay Date 11/4	\$477,974.82

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### 120121.3

By Alderman Allport:

Resolved, that the Mayor and Common Council do hereby extend congratulations and appreciation to the following City employees for their years of dedicated service to the City of

Lockport:

<u>Employee</u>	<u>Years of Service</u>	<u>Title</u>
Raymond P. Aldrich	20	Heavy Equipment Operator-DPW
Robert C. Holmes	5	Police Officer

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### **120121.4**

By Alderman \_\_\_\_\_:

Whereas, the New York State Community Development Block Grant Program provides funding to communities under the Economic Development Program to undertake activities that focus on economic development needs such as creating or expanding job opportunities, and

Whereas, a business to be formed and to operate under the name, 'The Lockport Brewpub Shuffle' (hereinafter, the "Company") proposes to renovate a vacant building located at 13 W. Main Street in the City of Lockport and acquire furnishings, fixtures and equipment to develop a brewpub and restaurant and entertainment complex (the "Project"); and

Whereas, the Project will have an estimated cost of \$1,930,000 and will create an estimated 51 new employment opportunities within the City of Lockport; and

Whereas, the City of Lockport (the "City") desires to partner with The Greater Lockport Development Corporation ("GLDC") as a subgrantee to apply to the New York State Office of Community Renewal ("OCR") for \$750,000 in grant funding which would be used by GLDC to make a term loan and deferred loan to the Company to fund a portion of the Project costs; and

Whereas, the City has held a public hearing to obtain citizens' views regarding the CDBG program as administered by OCR and regarding the proposed grant application; now, therefore, be it

Resolved, that the Mayor is hereby authorized to submit a grant application in the amount of \$750,000, such amount to be used to provide funding to support the Project, and be it further

Resolved, that the Mayor is hereby designated as the Environmental Certifying Officer for the purposes of complying with the applicable federal environmental review requirements for the OCR grant, and be it further

Resolved, that the Mayor is hereby authorized to execute the OCR grant agreement and all related documents associated with the OCR grant, including agreements with GLDC relating to the use and administration of the grant funds, subject to review and approval by the City Attorney.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### **120121.5**

By Alderman \_\_\_\_\_:

Resolved, that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to execute a one (1) year renewal contract with the Niagara County SPCA for City dog control holding center services at an annual rate of \$16,200 for 2022.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.6**

By Alderman \_\_\_\_\_:

Whereas, the Lockport Police Department has received a donation from the estate of John P. Sokay for a total of \$10,000; and

Whereas, the Department has exceeded their budgeted amount of revenue in, "Gifts and Donations" and would like to utilize said donation to directly purchase upgrades for the radio room and special office equipment; now, therefore, be it

Resolved, that the Common Council hereby amend the General Fund budget to reflect this need:

Revenue:

Increase

A.3120.32705	Gifts and Donations	\$10,000
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Expenditure:

Increase

A.3120.54515	Special Supplies	\$10,000
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Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.7**

By Alderman \_\_\_\_\_:

Whereas, the City of Lockport Police Department has a DA Asset Forfeiture funds bank account that has accumulated funds; and

Whereas, the City of Lockport Police Chief has ensured that funds can be used appropriately for Police Department upgrades and maintenance; and

Whereas, the Police Department has identified the need to purchase new docking stations and brackets for vehicle laptops; now, therefore, be it

Resolved, that the 2021 General Fund Budget is hereby amended as follows:

Revenue:

Increase

A3120.31589	Other Public Safety Income	\$3,305
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Expenditure:

Increase

A.3120.54117	Computer Supplies	\$3,305
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Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.8**

By Alderman \_\_\_\_\_:

Whereas, Resolution 110321.5 waived a school tax bill and all associated fees for the premises at 48 Prentice Street for a total of \$1,422.31; and

Whereas, this figure incorrectly omitted an additional \$150 in legal fees that are current on the account; now, therefore, be it

Resolved, that Resolution 110321.5 is amended to reflect the corrected total of \$1,583.31.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.9**

By Alderman \_\_\_\_\_:

Whereas, pursuant to Resolution 090121.6, the City of Lockport advertised for proposals to provide a General Liability Insurance broker and Excess Workers Compensation Insurance broker, and

Whereas, the City received and has reviewed one fulfilled bid proposal submitted by Evans Insurance Agency, which is available for review in the City Clerk's Office, and

Whereas, the City's current insurance services contract expires December 31, 2021; now, therefore, be it

Resolved, that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to enter into a 12-month agreement with Evans Insurance Agency for said services.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.10**

By Alderman \_\_\_\_\_:

Whereas, on October 7<sup>th</sup>, 2021, a City-owned motor vehicle collided with the overhead door at the City Garage, causing damage to both the door and the surround, and

Whereas, the Director of Highways and Parks has coordinated quotes with vendors and worked with our City insurance broker to determine that the incident is to be covered by our commercial property insurance; now, therefore, be it

Resolved, that the Mayor is authorized to enter into a purchasing contract with Granzow Construction and Sunrise Door and Woodworks Inc. to repair the door and surround, and that the FY 2021 General Fund budget is hereby amended as follows:

Revenue		
Increase		
A.0000.32680	Insurance Recoveries	\$15,948.12
Expenditures		
Increase		
A.1900.54765	Judgements and Claims	\$20,948.12
Decrease		
A.1640.54300	Vehicle Maintenance and Repair	\$5,000

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.11**

By Alderman \_\_\_\_\_:

Resolved, that the Chief Water Treatment Plant Operator is hereby authorized and directed to prepare bid specifications for water meters, and be it further

Resolved, that upon receipt of said specifications, the City Clerk is authorized and directed to advertise for bid proposals for same.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.12**

By Alderman \_\_\_\_\_:

Resolved, that a public hearing be held at the Common Council Meeting of December 15, 2021 starting at 5:30 P.M. in the Common Council Chambers, Lockport Municipal Building, One Locks Plaza, Lockport, NY relative to a request made by Audley Walters to amend the

existing Special Use Permit for approval for a food truck to be located at 266 South Transit Street, situated in a B-3 Zone, and be it further

Resolved, that the City Clerk is hereby authorized and directed to advertise notice of said public hearing.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.13**

By Alderman \_\_\_\_\_:

Resolved, that a public hearing be held at the Common Council Meeting of December 15, 2021 starting at 5:30 P.M. in the Common Council Chambers, Lockport Municipal Building, One Locks Plaza, Lockport, NY relative to a request for a Special Use Permit made by Adam Linderman, for approval to harbor pigeons at 25 Orchard Street, situated in an R-3 Zone, and be it further

Resolved, that the City Clerk is hereby authorized and directed to advertise notice of said public hearing.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.13A**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to the recommendation of Mayor Roman, Deanna Dorward, 76 Crosby Avenue, Lockport, NY is hereby appointed as a member of the City of Lockport Board of Assessment Review. Said term expires on September 30, 2026.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**120121.14**

**ADJOURNMENT**

At \_\_\_\_\_ P.M. Alderman Schratz moved the Common Council be adjourned until 5:30 P.M., Wednesday, December 15, 2021.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

PAUL K. OATES  
City Clerk

**CITY OF LOCKPORT  
COMMON COUNCIL MEETING  
AGENDA ADDENDUM**

**December 1, 2021**

**MOTIONS &  
RESOLUTIONS**

**XXXX:** Appointment of Deanna Dorward to the City of  
120121.13A Lockport Board of Assessment Review

**CITY OF LOCKPORT  
CORPORATION PROCEEDINGS ADDENDUM  
December 1, 2021**

**MOTIONS AND RESOLUTIONS**

**120121.13A**

By Alderman \_\_\_\_\_:

Resolved, that pursuant to the recommendation of Mayor Roman, Deanna Dorward, 76 Crosby Avenue, Lockport, NY is hereby appointed as a member of the City of Lockport Board of Assessment Review. Said term expires on September 30, 2026.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.



## Paul Oates

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**From:** Paul Oates <poates@lockportny.gov>  
**Sent:** Thursday, November 18, 2021 9:37 AM  
**To:** 'legals@wnyclassified.com'  
**Cc:** Abbey Polichette  
**Subject:** Ad  
**Attachments:** Lockport public hearing notice (13 West Main).docx

Good morning,

Please publish the attached ad once (1) at your earliest convenience.

Thank you.

Paul K. Oates  
City Clerk

NOTICE OF PUBLIC HEARING  
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

PUBLIC NOTICE is given that the City of Lockport Common Council will hold a public hearing on December 1, 2021 at 5:30 p.m. at City Hall, One Locks Plaza, Lockport, New York to obtain the views of citizens, public agencies, and other interested parties on the housing and community development needs of the County and eligible Community Development Block Grant (CDBG) activities and to provide the public with an opportunity to comment on the City's proposal to submit a Community Development Block Grant application to the New York State Office of Community Renewal for funding to support the development of a brewpub and restaurant and entertainment complex at 13 W. Main Street in the City. A summary of the CDBG program will be presented at the public hearing as well as detail regarding the proposed project. The hearing facility is handicapped accessible. The City encourages public comment and participation in the identification of needs and in the preparation of the grant application. Written comments are invited and can be submitted by emailing to [bsmith@lockportny.gov](mailto:bsmith@lockportny.gov) using the subject line, "Public Hearing". Written comments must be submitted no later than 4:00 p.m. on December 1, 2021

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

ORDER CONFIRMATION

Salesperson: ROBIN MEISBURGER

Printed at 11/18/21 13:29 by rmeis

Acct #: 80257

Ad #: 292567

Status: New WHOLD

LOCKPORT CITY CLERK (LEGALS)  
ATTN: CARRIE GUGLIUZZA  
1 LOCKS PLAZA  
LOCKPORT NY 14094

Start: 11/20/2021 Stop: 11/20/2021

Times Ord: 1 Times Run: \*\*\*

LEG 2.00 X 31.00 Words: 205

Total LEG 62.00

Class: 105 PUBLIC NOTICES

Rate: LEGL Cost: 29.90

# Affidavits: 1

Bill Desc: PH - COMMUNITY DEVELOPMEN

Ad Descrpt: NOTICE OF PUBLIC HEARING

Given by: \*

P.O. #:

Contact:

Phone: (716)439-6667

Fax#: (716)439-6702

Email: apolichette@lockportny.gov,

Agency:

Created: rmeis 11/18/21 13:27

Last Changed: rmeis 11/18/21 13:29

URL: \_\_\_\_\_

Source: \_\_\_\_\_

Section: \_\_\_\_\_ Page: \_\_\_\_\_

Camera Ready: N

Group: LEGAL AdType: \_\_\_\_\_

Misc: \_\_\_\_\_

Color: \_\_\_\_\_

Proof: \_\_\_\_\_

Pickup Date: \_\_\_\_\_ Ad#: \_\_\_\_\_

Delivery Instr: \_\_\_\_\_

Pickup Src: \_\_\_\_\_

Changes: None \_\_\_ Copy \_\_\_ Art \_\_\_ Size \_\_\_ Copy Chg Every Run \_\_\_

Coupon: \_\_\_\_\_

Gang Ad #: \_\_\_\_\_

Ad Copy Method: \_\_\_\_\_

Special Instr: \_\_\_\_\_

PUB ZONE EDT TP RUN DATES  
LOCK A 95 S 11/20

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Please review upon receipt. Please notify us of any changes prior to the daily deadline of 4:00 pm today.

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Name (signature)

(CONTINUED ON NEXT PAGE)

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

ORDER CONFIRMATION (CONTINUED)

Salesperson: ROBIN MEISBURGER

Printed at 11/18/21 13:29 by rmeis

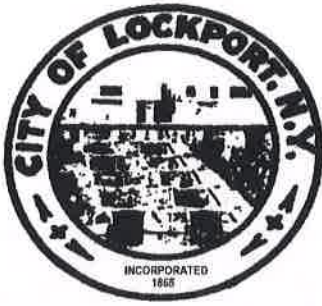
Acct #: 80257

Ad #: 292567

Status: New WHOLD WHOI

**NOTICE OF PUBLIC HEARING  
COMMUNITY DEVELOPMENT BLOCK GRANT  
APPLICATION**

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#L292567 11/20/2021



# *Office of the*

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

*Michelle M. Roman*  
**MAYOR**

# *Mayor*

November 16, 2021

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby reappoint Lashonda Mckenzie, 30 High St., Lockport, NY 14094 to the Youth Board effective November 16, 2021.

Said term expires December 31, 2024.

Witness my hand and the seal of the City of Lockport, New York this 16<sup>th</sup> day of November 2021.

Sincerely,

Michelle M. Roman  
Mayor

MMR/mal

Cc: L. Kantor  
L. Mckenzie



# Office of the Mayor

**MICHELLE M. ROMAN**  
**MAYOR**

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

November 16, 2021

To: Common Council

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby appoint Samuel Marotta, 4 Remick Parkway, Lockport, NY, 14094, to the Zoning Board effective November 15, 2021.

Said term expires on November 15, 2024.

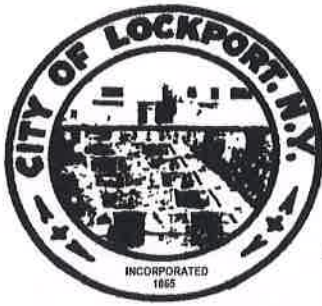
Witness my hand and the seal of the City of Lockport, New York this 16th day of November 2021.

Sincerely,

Michelle M. Roman  
Mayor

MMR/mal

Cc: S. Marotta  
J. Dool



# Office of the Mayor

**MICHELLE M. ROMAN**  
**MAYOR**

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

November 16, 2021

To: Common Council

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, Michelle M. Roman, Mayor of said City, do hereby reappoint William Kevin Foltz of 94 North Transit Street, Lockport, NY, 14094, to the Zoning Board effective November 15, 2021.

Said term expires on November 15, 2024.

Witness my hand and the seal of the City of Lockport, New York this 16th day of November, 2021.

Sincerely,

Michelle M. Roman  
Mayor

MMR/mal

Cc: K. Foltz  
J. Dool



# *Office of the*

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

*Michelle M. Roman*  
**MAYOR**

# *Mayor*

TO: Common Council  
DATE: November 17, 2021  
FROM: Mayor Michelle M. Roman  
SUBJECT: **Board of Assessment Review**

I hereby recommend that the following appointment be made to the Lockport Board of Assessment Review:

Deanna Dorward, 76 Crosby Avenue, Lockport, NY with said appointment expiring on September 30, 2026.

Michelle M. Roman  
Mayor

Cc: D. Dorward  
T. Farrell



NOV. 22, 2021

RECEIVED

NOV 24 2021

CITY CLERK OFFICE

Dear City Clerk,

We are writing to you to request that the tree in front of our house on 187 Olcott Street be taken down. Last year Paul Oats was in our neighborhood doing the tree survey and he said it should come down.

The tree has lost 3 large limbs in the past year. We are worried that someone may get hurt.

It would be nice to see it come down before the heavy snow and strong winds come.

It would be less of a threat to my family and neighbors if it was removed soon.

Thank you,

Jo Anne Cirasza  
187 Olcott St  
Lockport N.Y.  
14094

I HEREBY CERTIFY that the persons named  
in this payroll are employed solely in and have  
actually performed the duties of positions and  
employments indicated for the period ending  
10/28/21, PAID on date 11/04/21  
is approved at dollars, \$ 477,974.82  
*Civil Service Mary Pat Gilbert*

## Pay Day Register

Pay Date Range 10/15/21 - 10/28/21

Pay Batch 2202122

Pay Batch 2202122 Total

Employees in Pay Batch 211

Female Employees in Pay Batch 51

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
207A Disability - 207A Disability	240.0000	2,964.40	Gross	477,974.82	Health Ins 298 Class 2 Family	20,401.41 .00
ALWP - Administrative Leave with	24.0000	655.29	Imputed Income		Health Ins 298 Class 2 Single	4,696.92 .00
BERV - Bereavement	88.0000	3,081.97	Federal	52,292.59	Health Ins 298 Class 3 Family	84,485.98 .00
CMPE 1.0 - Comp Earned @ 1.0	374.3750	.00	FICA	29,161.07	Health Ins 298 Class 3 Single	7,196.16 .00
CMPE 1.5 - Comp Earned @ 1.5	1.0000	.00	Medicare	6,819.94	Health Ins 298 Class 4 Family	3,328.94 .00
CMPU - Comp Time Used	127.7500	4,595.97	New York State	22,302.89	Health Ins 298 Class 4 Single	568.93 .00
EDAY - Extra Day	176.0000	5,650.54	457 % Deduction	4,852.74	Total	\$120,678.34
FHDB - Floating Holiday Buy Out	80.0000	2,570.82	457 Flat Dollar Deduction	11,213.03		
FHDE - Floating Holiday Earned	16.0000	.00	AFLAC POSTTAX	161.33	Workers' Comp	Gross Base
FHDU - Floating Holiday Used	200.0000	6,097.16	AFLAC PRETAX	351.70	Workers Comp Streets - Subsurf	106.15 1,704.41
FLSA - FLSA	.0000	358.36	ALLSTATE POSTTAX	790.94	Workers Compensation - General	23,623.20 374,504.06
FMLN - FMLA Leave without Pay	80.0000	.00	ALLSTATE PRETAX	689.48	Workers Compensation - Sewer	3,015.00 34,091.09
MILI - Military Time	16.0000	456.52	Child Support	375.00	Workers Compensation - Water	3,178.00 36,845.85
OOT - Out of Title	400.0000	16,330.71	Child Support - Alabama	40.00	Total	\$29,922.35
OOT OT 1.5 - Out of Title OT at	9.0000	345.21	COLONIAL LIFE POSTTAX	55.40		
OT 1.0 - Overtime at Straight 1.0	44.5000	1,439.98	FSA PRETAX	305.23	Direct Deposits	Amount
OT 1.5 - Overtime @ 1.5	950.5000	39,441.37	Health Ins 298 Class 2 Family	1,311.86	Alden State Bank	1,279.26
PRSE - Personal Earned	23.0000	.00	Health Ins 298 Class 2 Single	450.42	Amherst Federal Credit Union	50.00
PRSU - Personal Used	133.5000	4,155.19	Health Ins 298 Class 3 Family	1,058.24	Bank of Akron	2,373.14
REG - Regular	12,098.2500	336,110.26	Health Ins 298 Class 3 Single	329.21	Bank of America	8,057.84
REG PT - Regular Part Time	209.2500	4,171.05	Health Ins 298 Class 4 Family	129.70	BANK OF AMERICA (2)	1,597.16
REGS - Regular Seasonal	192.0000	2,400.00	Health Ins 298 Class 4 Single	46.13	BANK OF AMERICA (3)	1,196.69
RGS - Regular - Salary	210.0000	.00	L&M LIFE	85.94	BANK OF AMERICA (4)	976.01
RPTS - Regular Part Time Salaried	105.0000	.00	NEW YORK LIFE	325.46	Bank on Buffalo	1,886.56
SAL - Salary	.0000	8,908.36	Pearl Insurance through CSEA	191.81	Chase Bank	1,223.99
SAL PT - Salary Part Time	.0000	6,250.51	RET ERS ARREARS	100.00	Citizens Bank	6,336.59
SCKL - Sick Lost	15.0000	.00	RET ERS LOANS	1,571.00	Citizens Bank (2)	0.01
SCKU - Sick Used	392.5000	10,638.91	Retire ERS Tier 6 <= \$100,000	478.20	Cornerstone Comm FCU	104,847.03
STIP - Stipend	.0000	384.62	Retire ERS Tier 6 <= \$45,000	1,606.26	Evans Bank	2,625.54
VACB - Vacation Buy Out	80.0000	1,758.99	Retire ERS Tier 6 <= \$45,000 OT	100.83	Financial Trust FCU	1,943.95
VACU - Vacation Used	644.0000	19,208.63	Retire ERS Tier 6 <= \$55,000	325.61	Five Star Bank	956.67
Total	16,929.6250	\$477,974.82	Retire ERS Tier 6 <= \$55,000 OT	26.67	HSBC	1,066.31
			Retire ERS Tier 6 <= \$75,000	309.60	Key Bank	24,514.03
			Retire PFRS <= \$55,000	988.38	KEY BANK (2)	1,183.18
			Retire PFRS Tier 6 <= \$100,000	363.23	Key Bank (Formerly FNB)	17,905.44
			Retire PFRS Tier 6 <= \$75,000	1,537.27	Lockport School's FCU	990.84
			Retire PFRS Tier 6 <=	28.51	M&T Bank	47,299.82
			Retire PFRS Tier 6 <= \$45,000	909.49	Navy FCU	4,482.93
			Retire PFRS Tier 6 <= \$55,000	128.69	Niagara Regional FCU	1,435.42

**apolichette@lockportny.gov**

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**From:** kbernardi@lockportny.gov  
**Sent:** Tuesday, November 30, 2021 3:29 PM  
**To:** 'Abbey Polichette'  
**Cc:** 'Paul Oates'  
**Subject:** AP Fund Summary 11/24/21 spc run, 12/1/21

Hi Abbey,

Invoices to be approved at tomorrow's finance meeting are as follows:

Fund A General - \$113,311.86  
Fund CD Community Development - \$18,800  
Fund FX Water - \$17,049.38  
Fund G Sewer - \$31,657.88  
Fund H Capital Projects - \$2,800  
Fund MS Health Insurance - \$84,696.20  
**Total** - \$268,315.32

Please let me know if you have any questions.  
Kristin

*Kristin Schubring*

Accounts Payable  
City of Lockport  
716-439-6620

# Employee Anniversary Report

December

Employee	Primary Department	Date	Years
1134 Stover, Michael J	Finance Department	12/02/1994	27
1033 Aldrich, Raymond P <i>Heavy Equip Operator</i>	Public Works Department	12/14/2001	20
1038 Stalcup, Dennis M	Water Distribution	12/10/2004	17
1046 Smith, Mark A	Water Filtration	12/11/2007	14
1047 Heineman, Eric P	Water Filtration	12/14/2007	14
1097 Kaufman, Daniel L	Police Department	12/19/2015	6
1094 Holmes, Robert C <i>Police Officer</i>	Police Department	12/12/2016	5
1060 Saunders, Nicholas D	Water Filtration	12/11/2017	4
1061 Richards, Jason S	Water Filtration	12/18/2017	4
1312 Polichette, Abbey J	City Clerk's Office	12/09/2019	2
1420 Mahnke, Bradley M	Fire Department	12/14/2020	1
Total Employees 11			

## Paul Oates

---

**From:** bsmith@lockportny.gov  
**Sent:** Tuesday, November 9, 2021 12:06 PM  
**To:** 'eschratz'  
**Cc:** 'Michelle Roman'; 'Molly Lawson'; cgugliuzza@lockportny.gov; 'Paul Oates'; Chuck Bell  
**Subject:** NYS Grant Application - Public Hearing and Resolution  
**Attachments:** Resolution calling for a public hearing - 13 West Main.docx; Lockport public hearing notice (13 West Main).docx; Authorizing Resolution (13 West Main).docx

Councilwoman Schratz,

A startup business in the City of Lockport is looking to access a grant/loan Community Development Block Grant program through New York State's Office of Community Renewal. This is similar to a microenterprise grant, but due to the large investment, the business is eligible for funding through this larger Small Business Economic Development program. The business is called the Lockport Brewpub Shuffle and will be occupying the former Kendzie's building, located at 13 W Main Street.

These programs are available to any business that meets the eligibility requirements for the program. Like all OCR programs, the City is actually the applicant on the business's behalf, so a council resolution is required. It should be the City's intention to support any local business that meets the requirements of the program, as these are state programs that are available and we want to ensure that they are taken advantage of by Lockport businesses.

Would you be open to sponsoring the resolutions related to calling for the public hearing? If yes, please let us know so we can get everything rolling with the public notice, etc. We would like to call for the public hearing on 11/17 and hold it and pass the resolution to apply for the December 1<sup>st</sup> meeting, which will be required in order to meet an application deadline.

Feel free to call with questions.

Sincerely,

Brian

Brian M. Smith  
Director of Planning and Development  
City of Lockport  
(716) 439-6688  
1 Locks Plaza  
Lockport, NY 14094

RESOLUTION AUTHORIZING THE SUBMITTAL OF A  
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION AND THE EXECUTION  
OF RELATED DOCUMENTS

**WHEREAS**, the New York State Community Development Block Grant Program provides funding to communities under the Economic Development Program to undertake activities that focus on economic development needs such as creating or expanding job opportunities, and

**WHEREAS**, a business to be formed and to operate under the name The Lockport Brewpub Shuffle (hereinafter the "Company") proposes to renovate a vacant building located at 13 W. Main Street in the City of Lockport and acquire furnishings, fixtures and equipment to develop a brewpub and restaurant and entertainment complex (the "Project"); and

**WHEREAS**, the Project will have an estimated cost of \$ \_\_\_\_\_ and will create new employment opportunities within the City of Lockport; and

**WHEREAS**, the City of Lockport (the "City") desires to partner with The Greater Lockport Development Corporation ("GLDC") as a subgrantee to apply to the New York State Office of Community Renewal ("OCR") for \$ \_\_\_\_\_ in grant funding which would be used by GLDC to make a term loan and deferred loan to the Company to fund a portion of the Project costs; and

**WHEREAS**, the City has held a public hearing to obtain citizens' views regarding the CDBG program as administered by OCR and regarding the proposed grant application.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is hereby authorized to submit a grant application in the amount of \$ \_\_\_\_\_, such amount to be used to provide funding to support the Project, and be it further

**RESOLVED**, that the Mayor is hereby designated as the Environmental Certifying Officer for the purposes of complying with the applicable federal environmental review requirements for the OCR grant, and be it further

**RESOLVED**, that the Mayor is hereby authorized to execute the OCR grant agreement and all related documents associated with the OCR grant, including agreements with GLDC relating to the use and administration of the grant funds, subject to review and approval by the City Attorney.

## Paul Oates

---

**From:** Mike Zimmerman <mzimmerman@harrisonplacestudio.com>  
**Sent:** Monday, November 29, 2021 10:11 AM  
**To:** poates@lockportny.gov  
**Cc:** bsmith@lockportny.gov; Chuck Bell; Diane Church  
**Subject:** 13 W. Main Street project - NYS OCR  
**Attachments:** Authorizing Resolution (13 West Main) updated 11-29.docx

Good morning Paul,

Please see attached for a resolution regarding the authorization of an application for funding the NYS Office of Community Renewal for the project at 13 W. Main Street.

Thank you,  
Michael

**Michael Zimmerman**  
**Director of Development**  
*H. Sicherman | the Harrison Studio*

716.462.6600 (Office)  
716.989.8746 (Cell)

**Mail**  
P.O. Box 473  
Lockport, NY 14095

**Office**  
160 Washburn Street  
Suite 200  
Lockport, NY 14094

Email: mzimmerman@harrisonplacestudio.com

RESOLUTION AUTHORIZING THE SUBMITTAL OF A  
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION AND THE EXECUTION  
OF RELATED DOCUMENTS

**WHEREAS**, the New York State Community Development Block Grant Program provides funding to communities under the Economic Development Program to undertake activities that focus on economic development needs such as creating or expanding job opportunities, and

**WHEREAS**, a business to be formed and to operate under the name The Lockport Brewpub Shuffle (hereinafter the "Company") proposes to renovate a vacant building located at 13 W. Main Street in the City of Lockport and acquire furnishings, fixtures and equipment to develop a brewpub and restaurant and entertainment complex (the "Project"); and

**WHEREAS**, the Project will have an estimated cost of \$1,930,000 and will create an estimated 51 new employment opportunities within the City of Lockport; and

**WHEREAS**, the City of Lockport (the "City") desires to partner with The Greater Lockport Development Corporation ("GLDC") as a subgrantee to apply to the New York State Office of Community Renewal ("OCR") for \$750,000 in grant funding which would be used by GLDC to make a term loan and deferred loan to the Company to fund a portion of the Project costs; and

**WHEREAS**, the City has held a public hearing to obtain citizens' views regarding the CDBG program as administered by OCR and regarding the proposed grant application.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is hereby authorized to submit a grant application in the amount of \$750,000, such amount to be used to provide funding to support the Project, and be it further

**RESOLVED**, that the Mayor is hereby designated as the Environmental Certifying Officer for the purposes of complying with the applicable federal environmental review requirements for the OCR grant, and be it further

**RESOLVED**, that the Mayor is hereby authorized to execute the OCR grant agreement and all related documents associated with the OCR grant, including agreements with GLDC relating to the use and administration of the grant funds, subject to review and approval by the City Attorney.



## Paul Oates

---

**From:** bsmith@lockportny.gov  
**Sent:** Monday, November 29, 2021 3:28 PM  
**To:** 'rabbott'; 'eschratz'; dallport@lockportny.gov; 'mdevine'; joates@lockportny.gov  
**Cc:** 'Paul Oates'; 'Michelle Roman'; 'Mike Zimmerman'  
**Subject:** CDBG Resolution

Council,

As you will see on the agenda, there is an item authorizing the City to apply for CDBG funding for a startup "brewpub and family entertainment complex" at 13 W. Main Street. The project will utilize the bowling alley area of the former Kendzie's building for shuffleboard and a variety of other family-oriented games. This is a State-administered program that is available to any prospective business owner that has an eligible project for the program, and it is my opinion that the City should support any application that comes from a business owner within the City of Lockport and that is eligible, which this project is. The business is applying for the maximum incentive, which is \$750,000 and is a combination of a State grant and a low interest loan. The total project cost is almost \$2 million, and it is expected to create 51 jobs.

I have a conflict on Wednesday and will be unable to attend the council meeting, but I have asked Mike Zimmerman (cced), from the Harrison Studio, who is an expert on CDBG funding, to be available for the meeting. Meantime, if you have questions, do not hesitate to contact me.

It is great to see that, despite the uncertain economic realities we are facing, business owners continue to look to invest in Lockport. Already, we have secured \$300,000 in CDBG funding for a microenterprise program, which is currently underway and generating significant interest, and another \$845,000 in CDBG funds through the CARES Act program that we will be launching in the near year. If we secure this \$750,000, that will be \$1.895 million secured in CDBG funding for 2021 – a great year.

Thank you all for your ongoing support.

Sincerely,

Brian

-  
Brian M. Smith  
Director of Planning and Development  
City of Lockport  
(716) 439-6688  
1 Locks Plaza  
Lockport, NY 14094

## Paul Oates

---

**From:** Amy Lewis <a.lewis@niagaraspca.org>  
**Sent:** Tuesday, November 16, 2021 1:06 PM  
**To:** Paul Oates  
**Subject:** Re: City of Lockport

Hi Paul,

Your letter seems to be in line with my email to the clerks. If you will send these changes in a renewal contract, I will have the contract signed at our upcoming Board meeting in December.

Thank you,

Amy

Amy Lewis

Get [Outlook for Android](#)

---

**From:** Paul Oates <poates@lockportny.gov>  
**Sent:** Monday, November 1, 2021 4:26:27 PM  
**To:** Amy Lewis <a.lewis@niagaraspca.org>  
**Subject:** City of Lockport

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.

Hi Amy,

When we spoke last week, you indicated you would be sending an email to my attention regarding your recent inspection by Ag & Markets. I did not receive anything—please see my correct contact info below.

I've also attached the letter I sent to you on October 13<sup>th</sup> (that you said you did not receive). Please respond at your convenience.

Thank you.

**Paul K. Oates**  
**City Clerk**  
**Phone: (716) 439-6674**  
**Fax: (716) 439-6702**  
**poates@lockportny.gov**

**120121.X**

By Alderman \_\_\_\_\_:

Resolved, that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to execute a one (1) year renewal contract with the Niagara County SPCA for City dog control holding center services at an annual rate of \$16,200 for 2022.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.



## AGREEMENT

This Agreement made this first day of November 2021 by and between the CITY OF LOCKPORT, NEW YORK, a Municipal Corporation, ("CITY") and the NIAGARA COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS located at 2100 Lockport Road in the Town of Wheatfield, County of Niagara and State of New York ("SPCA").

**WHEREAS** the SPCA owns and operates at its offices at 2100 Lockport Road, Wheatfield, NY a facility for sheltering animals of various types and dogs, in particular; and

**WHEREAS** the SPCA has staff to carry out the duties of Animal Control Officer (ACO) on an as-needed basis; and

**WHEREAS** the City is in need of a facility to shelter animals of various types and dogs, in particular, after they have been picked up by an ACO; and

**WHEREAS** the City and the SPCA have had a long history of working together; and

**WHEREAS** the Board of Directors of the SPCA has agreed to provide various services to the City for a twelve (12) month period of time on various terms and conditions; and

**WHEREAS** the City Council of the City of Lockport has agreed to contract with the SPCA to perform various services for a one-year period of time

**NOW, THEREFORE**, in consideration of the mutual promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

1. The City will be primarily responsible for carrying out the duties and responsibilities of ACO in the City of Lockport, NY. The duties, responsibilities and enforcement shall be pursuant to Article 7 of the NYS Agriculture and Markets Law and shall include the responsibility for the issuance and service of summons for delinquencies in dog licensing. The SPCA will act as ACO for "special calls" when needed and specifically requested to do so by the City.
2. The SPCA agrees that upon the adoption of a dog by a resident of the City at the SPCA facility or at any other SPCA temporary location, the SPCA will collect the required licensing fee and submit to the Lockport City Clerk (the "City Clerk") a copy of the adoption application as well as the corresponding fee. Such submissions will be done on a monthly basis. The City agrees to provide all required applications.
3. The SPCA shall have available a fully equipped employee or agent to serve as ACO within the corporate limits of the City when needed and required to make

"special calls", including a suitable motor vehicle to perform the duties and obligations of ACO when called upon to do so by the City.

4. For the purposes of this contract, a special call is defined as one which is initiated by the Lockport Police Department or the City ACO requesting assistance from the Niagara County SPCA and is not included in this contract price. The SPCA shall verify the unavailability of the City ACO directly via page before responding to a call. Special calls include emergency calls pertaining to injured stray domestic dogs or stray domestic dogs in distress when the City ACO is not available. All special calls will be limited to after hours (4:30pm - 8:30am) and will be billed to the City of Lockport at the rate of \$75 per call.
5. The SPCA shall provide, maintain and operate a shelter for all seized dogs. In connection herewith, the SPCA agrees that it will operate its shelter as a "No Kill" shelter and will abide by recognized principles in operating a "No Kill" shelter with the understanding that these dogs will be made available for adoption in compliance with Article 7 of the Agriculture and Markets Law. It is further understood that it may be necessary to euthanize some animals and this will be accomplished by the SPCA in a humane manner as provided for in Article 7 of the Agriculture and Markets Law. Each month the SPCA agrees to provide the City Clerk with monthly reports detailing these sheltering activities, including the number of dogs delivered for sheltering each month by the City ACO, the number of stray dogs picked up each month by the SPCA serving as ACO, and the length of sheltering time for each dog. The City Clerk and the SPCA will work cooperatively regarding the information and statistics to be provided to the City

Clerk by the SPCA, the detail to be included and the date each month when reports are due.

6. The SPCA will hold seized dogs for the legal period specified in the New York State Agriculture and Markets Law. If during this period the owners wish to redeem their dog(s), they must obtain a City of Lockport DL-18 dog release form from the City Clerk's Office and pay the required fees. The SPCA will release the dog immediately upon their receipt of said release. At the end of the five-day holding period, responsibility for the sheltered animal transfers to the SPCA.
7. The SPCA shall be open to the public from 12:00 p.m. to 6:00 p.m. Monday, Wednesday, Thursday and Friday, and from 12:00pm. to 5:00 p.m. on Saturday. The shelter will be closed to the public on Tuesdays and Sundays, designated holidays and special events when notice is given and during inclement weather.
8. The SPCA will file and maintain all records necessary for the seizure and disposition of any dog, as required by Article 7 of the Agriculture and Markets Law.
9. This contract shall be for a term of twelve (12) months, commencing on the 1st day of November 2021 and expiring on the 31st day of October 2022. The annual contract price is \$16,200, payable in equal monthly installments of \$1,350. Payments are due on the 1st of each month commencing November 1, 2021. In connection with the payments made by the City to the SPCA pursuant to this Section, the SPCA agrees to provide with reasonable information and detail (the "requested information") as concerns the SPCA's use of the City's monthly payments to the SPCA. Such requested information must be requested by the

City in writing. The SPCA agrees to provide the requested information to the City within 15 days of receipt of the City's request. In addition, the SPCA agrees to provide the City with a copy of its audited financial statement for the year when they become available to the SPCA.

10. The SPCA shall provide all services heretofore agreed with reasonable care and diligence.
11. Any modification, addition or addendum to this agreement shall be in writing and executed by both the City and SPCA in order to be enforceable.
12. Either party may cancel this contract at any time by providing 60-day written notice to the other party.
13. In the event that either the City or the SPCA is in default in any material term, covenant or condition contained in this Agreement, the non-defaulting party agrees to give the defaulting party written notice to cure the default within ten (10) days of having been given such notice. In the event that the defaulting party fails to cure said default within the said ten (10) day period of time, the non-defaulting party may declare this Agreement terminated by giving written notice to the defaulting party at which point this Agreement will be of no further force and effect.
14. Any notice required to be given pursuant to the terms of this Agreement shall be considered sufficient if such notice is transmitted in writing by hand delivery or certified mail, return receipt requested or overnight delivery to the parties at the addresses set forth above, or such other address that either party may notify the other by notice delivered pursuant to this paragraph.



15. After six (6) months, either party may request a meeting with the other for the expressed purpose of evaluating the contract's performance and seeking any adjustments to this contract that such evaluation indicates.

IN WITNESS WHEREOF, the parties hereto have caused their corporate seals to be hereunto affixed and this agreement to be signed by their duly authorized officers, the day and year first written.

CITY OF LOCKPORT, NEW YORK

ATTEST:

By: \_\_\_\_\_  
Mayor

NIAGARA COUNTY SOCIETY FOR THE  
PREVENTION OF CRUELTY TO ANIMALS

By: \_\_\_\_\_  
President

## Paul Oates

---

**From:** Timothy Russo <trusso@lockportny.gov>  
**Sent:** Monday, November 22, 2021 3:47 PM  
**To:** 'Paul Oates'; apolichette@lockportny.gov  
**Cc:** 'Michelle Roman'; 'Sue A. Mawhiney'; 'Laura Benedict'  
**Subject:** Resolutions for December 1  
**Attachments:** 12.1.2021 Resolutions.docx

Hello,

Attached are five resolutions for December 1:

- 1) A budget amendment for police to recognize an estate donation and subsequent purchases
- 2) A budget amendment for police to recognize asset forfeiture utilization
- 3) Correction of the tax write off of 48 Prentice St.
- 4) To accept the RFP 'bid' for insurance
- 5) A budget amendment to recognize the insurance recoveries for the garage door incident

Thank you!

Tim Russo  
Director of Finance

City of Lockport  
One Locks Plaza  
Lockport, New York 14094  
716 439-6631

#### **RESOLUTION 1: LPD DONATION AND BUDGET AMENDMENT**

Whereas, the Lockport Police Department has received a donation from the estate of John P. Sokay for a total of \$10,000;

Whereas, the Department has exceeded their budgeted amount of revenue in "Gifts and Donations" and would like to utilize said donation to directly purchase upgrades for the radio room and special office equipment; and

Resolved, that the Common Council hereby amend the General Fund budget to reflect this need:

Revenue:

Increase

A.3120.32705	Gifts and Donations	\$10,000
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Expenditure:

Increase:

A.3120.54515	Special Supplies	\$10,000
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#### **RESOLUTION 2: LPD ASSET FORTFIETURE BUDGET AMENDMENT**

Whereas, the City of Lockport Police Department has DA Asset Forfeiture funds bank account that has accumulated funds; and

Whereas, the City of Lockport Police Chief has ensured that funds can be used appropriately for Police Department upgrades and maintenance; and

Whereas, the Police Department has identified the need purchase new docking stations and brackets for vehicle laptops; now, therefore, be it

Resolved, that the 2021 General Fund Budget is hereby amended as follows:

Revenue

Increase

A3120.31589	Other Public Safety Income	\$3,305
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Expenditure:

Increase

A.3120.54117	Computer Supplies	\$3,305
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**RESOLUTION 3: CORRECTION OF TAX WRITE-OFF ON 48 PRENTICE ST**

Whereas, resolution 110321.5 waived a school tax bill and all associated fees for the premises at 48 Prentice Street for a total of \$1,422.31; and

Whereas, this figure incorrectly did not include an additional \$150 in legal fees that are current on the account; and

Resolved, that resolution 110321.5 is amended to reflect the corrected total of \$1,583.31.

**RESOLUTION 4: ACCEPT RFP BID FOR GENERAL LIABILITY INSURANCE**

Whereas, pursuant to resolution 090121.6, the City of Lockport advertised for proposals to provide a General Liability Insurance broker and Excess Workers Compensation Insurance broker, and

Whereas, the City received and has reviewed one fulfilled bid proposal submitted by Evans Insurance Agency, which is available for review in the City Clerk's Office, and

Whereas, the City's current insurance services contract expires December 31, 2021; now, therefore, be it

Resolved, that the Mayor, subject to Corporation Counsel approval, be and the same is hereby authorized and directed to enter into a 12-month agreement with Evans Insurance Agency for said services.

**RESOLUTION 5: GARAGE DOOR INSURANCE RECOVERIES BUDGET AMENDMENT**

Whereas, on October 7<sup>th</sup>, 2021, a City-owned motor vehicle collided with the overhead door at the City Garage, causing damage to both the door and the surround, and

Whereas, the Director of Highways and Parks has coordinated quotes with vendors and worked with our City insurance broker to determine that the incident is to be covered by our commercial property insurance, and

Resolved, that the Mayor is authorized to enter into a purchasing contract with Granzow Construction and Sunrise Door and Woodworks Inc. to repair the door and surround, and that the FY 2021 General Fund budget is hereby amended as follows:

Revenue

Increase

A.0000.32680	Insurance Recoveries	\$15,948.12
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Expenditures

Increase

A.1900.54765	Judgements and Claims	\$20,948.12
--------------	-----------------------	-------------

Decrease

A.1640.54300	Vehicle Maintenance and Repair	\$5,000
--------------	--------------------------------	---------

## Paul Oates

---

**From:** Timothy Russo <trusso@lockportny.gov>  
**Sent:** Monday, November 29, 2021 3:07 PM  
**To:** 'Paul Oates'; 'Pat McGrath'  
**Subject:** FW: John Sokay estate  
**Attachments:** John Sokay estate to Lockport Police Dept..pdf

Hello,

Attached is the copy of the paperwork for the police estate donation. It also mentions the fire department in their list of beneficiaries.

Thanks,

Tim Russo  
Director of Finance

City of Lockport  
One Locks Plaza  
Lockport, New York 14094  
716 439-6631

-----Original Message-----

From: acalos@lockportny.gov <acalos@lockportny.gov>  
Sent: Monday, November 29, 2021 3:00 PM  
To: trusso@lockportny.gov  
Subject: John Sokay estate

Hi Tim:

Attached are all the documents from the Pope Law Firm regarding the estate of John Sokay. Let me know if you have any other questions.

Enjoy the rest of your day,  
Anne

OFFICE OF THE CITY TREASURER  
ONE LOCKS PLAZA  
LOCKPORT NEW YORK

OFFICIAL RECEIPT

Receipt #: 11172021B

Date: November 17, 2021

Received from: Police Department/ Pope Law Firm  
\$10,000.00 (CHECK #15387)

Receipt for: Donation from Estate of John P. Sokay

Revenue: A.3120.32705  
Gifts and Donations

Bank Account: 16673030  
Universal Checking

Sue A. Mawhiney  
City Treasurer  
By: \_\_\_\_\_





POPE LAW FIRM, PLLC  
Attorneys at Law

Buffalo

Williamsville

Lockport

Niagara Falls

Gregory A. Pope \*  
Telephone (716) 634-3320  
Fax (716) 204-2770

17 Beresford Court, Suite 5  
Williamsville, New York 14221

\*Also Admitted in Florida

November 9, 2021

Lockport Police Department  
1 Locks Plaza  
Lockport, New York 14094  
Attn: Ann

***RE: Estate of John P. Sokay***

Dear Ann:

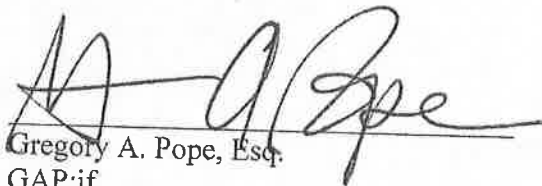
With regard to the above estate enclosed please find our law firm check in the amount of \$10,000.00 representing the full distribution from the estate.

Also enclosed is a Receipt and Release requiring a notarized signature. Please have same executed at your earliest convenience and returned in the self-addressed envelope provided.

Please feel free to contact the undersigned with any questions.

Very truly yours,

POPE LAW FIRM, PLLC



Gregory A. Pope, Esq.  
GAP:jf  
Encl.



SURROGATE'S COURT OF THE STATE OF NEW YORK  
COUNTY OF NIAGARA

ACCOUNTING BY **GREGORY A. POPE**  
as the **Executor**  
of the ESTATE OF **JOHN P. SOKAY**

Deceased.

RECEIPT AND RELEASE

File No. **2021-96738**

The undersigned, being of full age, sound mind and under no disability, and entitled to share in the estate of the above-named decedent as a:

- ☒ legatee under a will
- ☐ distributee of an intestate share
- ☐ trust beneficiary
- ☐ creditor of the estate
- ☐ other *[specify]*

a. Acknowledges receipt of money paid or property transferred or delivered as follows:

Money (cash or check): **\$10,000.00.**

The following property: \_\_\_\_\_ valued at \$ \_\_\_\_\_.

The following payment is in full payment or distribution of:

- ☒ a legacy under **article Ninth** of the will or trust;
- ☐ a claim against the estate;
- ☐ the amount directed to be paid by a decree of this court dated ;
- ☐ other *[specify]*

b. Releases and discharges each fiduciary named above from all liability to the undersigned for any and all matters relating to or derived from the administration of the estate; waives the issuance and service of a citation to attend any and all proceedings for the judicial settlement of the account; and authorizes the Surrogate to make and enter a decree settling the account and fully releasing and discharging each fiduciary named above as to all matters embraced therein.

Dated: 11-17-21

**Lockport Police Department**

Corporate Name

*Anna F. Cato*

Officer

STATE OF NEW YORK

COUNTY OF NIAGARA

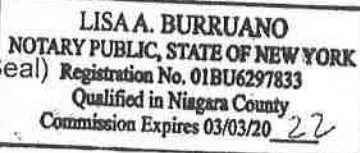
)  
)  
) **SS.:**  
)  
)

On November 17th, 2021, before me personally appeared Anne F. Calos to me known, who duly swore to the forgoing instrument and who did say that he/she/they is a Senior Act. clerk of **Lockport Police Department** the described in and which executed such instrument; and that he/she/they signed their name thereto by order of the Board of Directors.

Lisa A. Burrano  
Notary Public

Commission Expires:

(Affix Notary Stamp or Seal)



Gregory A. Pope, Esq.

Attorney Name

Pope Law Firm, PLLC

Firm

(716) 634-3320

Telephone

17 Beresford Court, Suite 5, Williamsville, New York 14221

Address

pope@lawonly.com

Email (optional)

DO NOT WRITE IN THESE SPACES. IF YOU DO, THE CHECK MAY BE VOID. THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WARNING BOX.

15387

**Northwest**

60-7421/2433

Nov 09, 2021

\$ 10,000.00

00/100

DOLLARS



AUTHORIZED SIGNATURE

*[Handwritten signature]*

POPE LAW FIRM, PLLC  
17 BERESFORD COURT, SUITE 5  
WILLIAMSVILLE, NY 14221  
ATTORNEY TRUST ACCOUNT

PAY TO THE  
ORDER OF

Lockport Police Department

\*\*\* Ten Thousand

Lockport Police Department

Estate Distribution-Sokay EA

MEMO

⑆015387⑆ ⑆243374218⑆ 3726064078⑆



# POPE LAW FIRM, PLLC

Attorneys at Law

Buffalo

Williamsville

Lockport

Niagara Falls

Gregory A. Pope \*  
Telephone (716) 634-3320  
Fax (716) 204-2770

17 Beresford Court, Suite 5  
Williamsville, New York 14221

\*Also Admitted in Florida

February 10, 2021

Lockport Police Department  
1 Locks Plaza #1  
Lockport, New York 14094

***RE: Estate of John P. Sokay***

Dear Sir/Madam:

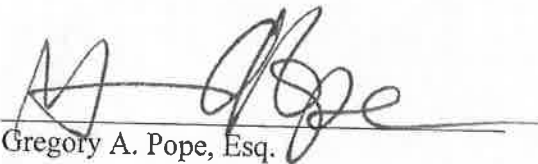
Please be advised this this office represents the Estate of John P. Sokay and enclose herewith a copy of the Notice of Probate which lists your charity as one of the estate's beneficiaries.

Please note that Mr. Sokay has gifted the sum of \$10,000.00 to the Lockport Police Department.

Please feel free to contact the undersigned with any questions.

Very truly yours,

POPE LAW FIRM, PLLC



Gregory A. Pope, Esq.

GAP:jf

Encl.

## Paul Oates

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**From:** Michelle Roman <romanforlockport@gmail.com>  
**Sent:** Thursday, November 18, 2021 12:39 PM  
**To:** Timothy Russo  
**Cc:** Paul Oates; Molly Lawson  
**Subject:** Re: Insurance RFP

I agree with you.

On Thu, Nov 18, 2021 at 12:33 PM Timothy Russo <[trusso@lockportny.gov](mailto:trusso@lockportny.gov)> wrote:

Hello,

Paul and I just met with the second RFP submission for our insurance, a group called USI. They told us that they are unable to fulfill our insurance policies due to our 5 year history of loss runs as well as reserves for open and ongoing claims. They mentioned that if we wanted to pursue their group, we would have to either negotiate with NYMIR to somehow disband from their exclusivity with Evans or to somehow negotiate with NYMIR to partner without a broker and then have this group as an acting consultant.

All in all, Paul and I agreed that the only step left at this point is to withdraw their RFP submission (as they were not able to fulfill it whatsoever), and have Council approve the contract with Evans during one of the two meetings in December.

Do you agree with this direction?

Thanks,

Tim Russo

Director of Finance

City of Lockport

One Locks Plaza

Lockport, New York 14094

**City of Lockport  
One Locks Plaza  
Lockport, N.Y. 14094**

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**Request for Proposals (RFP) to Provide Insurance Services**

The City of Lockport (COL) invites your firm to submit a proposal to act as the COL's insurance broker for three (3) years from the first date of insurance coverage on January 1, 2022. The COL is a member of the New York Municipal Insurance Reciprocal (NYMIR), the largest municipal property and casualty underwriter in New York State.

**Organizational Structure**

The COL has 201 employees and an annual budget of \$44 million dollars. The COL has a six-person governing body (the Common Council), and a full-time Mayor.

**Statement of Need**

The COL seeks a complete range of insurance brokerage services, including management of the following coverages:

- General liability
- Excess liability
- Property
- Boiler & machinery
- Crime
- Auto
- Inland marine
- Law enforcement liability
- Public officials' liability

The selected insurance agency will work with the COL to ensure proper coverage is in place, identify areas of potential savings, make coverage-related recommendations, and assist the COL in securing the recommended policies most relevant to current organizational operations.

The COL retains the right to terminate the contract upon thirty (30) days written notice, without cause.

The COL requires a number of certificates of insurance that must be provided in PDF format electronically so they can be directly forwarded to the City's granting agencies, and/or funding sources. The successful bidder will be expected to perform the tasks of broker, including, but not limited to:

- Risk assessment
- Claim handling
- Record keeping

- Communications with the COL
- Legal compliance

### **Submission Requirements**

Please provide the following information in your submission:

- An overview of your firm
- Recent experience with municipal and non-profit clients
- Client references, including name and phone number
- Resumes of staff and supervisory personnel that will be assigned to the audit
- Contact information
- Fee structure

### **Guidelines For Submitting Proposals**

One (1) electronic to [poates@lockportny.gov](mailto:poates@lockportny.gov) and one (1) hard copy of each person or firm's proposal must be received at the City Clerk's office by **4:00 pm November 1<sup>st</sup>, 2021**. Proposals should be addressed to:

Paul K. Oates  
City Clerk  
1 Locks Plaza  
Lockport, NY 14094

The outside of the package should be clearly marked with the words, "**Insurance Proposal**". Fax proposals will not be accepted. Proposers are fully responsible for delivery of proposals. The COL is in no way responsible for delays caused by any delivery service or caused by any other occurrence. Date of receipt will be determined by the City Clerk's use of a date stamp or printed e-mail. Late proposals will not be considered.

The COL will contact those agencies that submit to schedule interviews and discuss next steps.

### **Reservations of Rights**

The COL reserves the right to reject all or any part of any or all proposals, to waive technical deficiencies and to accept any proposal that it deems to be in the best interest of the COL. Any appointment resulting from this RFP will not necessarily be awarded to the firm with the lowest fees. The appointment shall be awarded to the compliant firm whose qualifications best meet the needs of the COL. The COL reserves the right to negotiate the terms and conditions of the contract with the successful firm to obtain the most advantageous situation for the COL. The COL reserves the right to request additional information from all applicants.

### **Commencement of Services**

The successful firm will be expected to have coverage begin on January 1, 2022.



**City of Lockport**

**Request for Proposals**

**For**

**General Liability Insurance Broker**

The City of Lockport, New York (the "City") is issuing this Request for Proposals (RFP) from qualified Insurance firms that are interested in providing General Liability and Excess Workers Compensation and Employers Liability Indemnity insurance for the City. The City of Lockport is a member of the New York Municipal Insurance Reciprocal (NYMIR), but will consider other market assignments. Copies of the detailed RFP can be obtained from City Clerk Paul K. Oates at 716-439-6776 or [poates@lockportny.gov](mailto:poates@lockportny.gov)

The successful firm will be determined solely from the proposals received and interviews if deemed necessary. The City reserves the right to reject all submissions if it deems in its best interest to do so. The City will not reimburse any costs associated with the preparation of the RFP.

An **original hardcopy** and an electronic pdf of the RFP, and a cover letter signed by an officer of the firm, shall be submitted to **Paul K. Oates, City Clerk**, Lockport Municipal Building, One Locks Plaza, Lockport, New York 14094 on or before **November 1, 2021 at 4:00 p.m.** RFPs must be submitted in a sealed envelope and clearly marked, **"Insurance Proposal"**. Facsimile proposals will not be accepted. All questions and electronic pdf submissions should be directed to City Clerk Paul K. Oates at 716-439-6776 or [poates@lockportny.gov](mailto:poates@lockportny.gov).

Paul K. Oates  
City Clerk

STATE OF NEW YORK

NIAGARA COUNTY, } SS, \_\_\_\_\_

Robin Meisburger, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

LOCKPORT UNION-SUN & JOURNAL

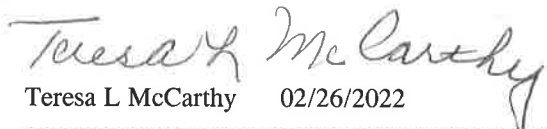
A newspaper published in the County and State aforesaid,  
and that the annexed printed legal # 290878  
was printed and published in said paper on the following dates:

10/16/2021

  
Principal Clerk

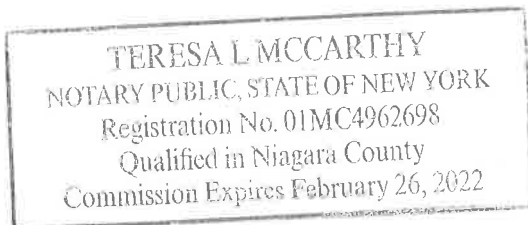
Subscribed and sworn to before me this

10-26-21

  
Teresa L McCarthy 02/26/2022

Notary Public

Expiration Date



City of Lockport  
Request for Proposals  
For  
General Liability Insurance Broker

The City of Lockport, New York (the "City") is issuing this Request for Proposals (RFP) from qualified Insurance firms that are interested in providing General Liability and Excess Workers Compensation and Employers Liability Indemnity insurance for the City. The City of Lockport is a member of the New York Municipal Insurance Reciprocal (NYMIR), but will consider other market assignments. Copies of the detailed RFP can be obtained from City Clerk Paul K. Oates at 716-439-6776 or poates@lockportny.gov

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Paul K. Oates  
City Clerk  
L#290878

10/16/2021



# Building Inspection Department

Jason Dool  
Chief Building Inspector

Lockport Municipal Building  
One Locks Plaza  
Lockport, NY 14094  
Phone (716) 439-6754  
Fax (716) 439-6605

November 23, 2021

RECEIVED

«AddressBlock»

NOV 23 2021

## REGULAR MEETING

CITY CLERK OFFICE

Please be advised that there are four (4) items on the agenda for the regularly scheduled meeting of the Planning Board to be held **Monday, December 6, 2021** at 5:00 P.M.

1. Audley Walters. 266 So Transit Street. Request to amend the existing Special Use Permit to operate a food truck on the property situated in a B-3 Zone.
2. HN 33 Properties. 801 Richfield Street. Request to erect a 4,800 s.f. addition to an existing 5,000 s.f. building, a 9,000 s.f. addition to an existing 5,000 s.f. building and erect a new 5,000 s.f. building and parking area situated in an I-3 Zone.
3. Adam Linderman. 25 Orchard Street. Request for a special use permit to harbor pigeons on the property situated in an R-3 Zone.
4. Beauman's Garage, Inc. 175 Oakhurst Street. Request to install blacktop in the front parking area situated in an I-2 Zone.

If you cannot attend this meeting, please contact Megan Brewer at 716-439-6754 or [mbrewer@lockportny.gov](mailto:mbrewer@lockportny.gov)

RECEIVED

NOV 23 2021

## City of Lockport

Building Inspection  
439-6754

1 Locks Plaza  
Lockport, NY 14094

CITY CLERK OFFICE  
City Clerk  
439-6776

### **Special Use Permits**

A Special Use is a use which because of its unique characteristics requires individual consideration and approval in each case by the Common Council and the Planning Board, before it may be permitted in the district enumerated in the Zoning Ordinance.

The requirements to obtain a Special Use Permit are as follows:

- Public health and safety be protected
- Will not decrease value of surrounding properties, no change in the character of neighborhood.
- Use is compatible with adjoining development
- Adequate landscaping and screening provided
- Adequate parking is provided with no appreciable change in traffic
- No excessive noise or outside storage of materials.

A Planning Board application can be obtained from the Building Inspection Department. There is a \$100, non-refundable application fee and a yearly renewal fee of \$50. You will need to provide Building Inspection with 10 copies of your application and supporting documents, the application fee and this paper with the back filled out.

### **Revocable Permits**

A revocable permit is a permit issued by the City when a property owner wants to place an item in or utilize the City Right of Way. Examples of this would include but not be limited to fences, signs and awnings. To apply please fill out the back of this sheet and return it to the City Clerk's Office. You will be required to provide an insurance certificate to the Clerk's Office showing that the City is additionally insured on the policy. There is a \$\_\_\_\_\_ application fee. There is no renewal fee.

Should you have any questions please feel free to contact Building Inspection or the Clerk's Office.

☒ Special Use Permit

☐ Revocable Permit

Name: Audley Walters

Phone: 209-5578

Address: 290 Crestwood Drive, Lockport, New York 14094

Email: \_\_\_\_\_

Property Address: 266 So. Transit Street, Lockport, New York 14094

Existing Zoning: B-3

Description of proposed action: Request to amend the existing Special Use Permit to allow the food truck to operate year round.

Please do not write below this line (office use only)

**Building Inspection**

Planning Board App. Received: \_\_\_\_\_

Planning Board Meeting Date: December 6, 2021

**Corporation Counsel**

Approval: \_\_\_\_\_

**City Clerk**

Call for Public Hearing: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

**Common Council**

Sponsor of Resolution: \_\_\_\_\_

NOV 23 2021

## City of Lockport

## CITY CLERK OFFICE

Building Inspection  
439-6754

1 Locks Plaza  
Lockport, NY 14094

City Clerk  
439-6776

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Should you have any questions please feel free to contact Building Inspection or the Clerk's Office.

☒ Special Use Permit

☐ Revocable Permit

Name: Adam Linderman

Phone: 428-0399

Address: 25 Orchard Street, Lockport, New York 14094

Email: \_\_\_\_\_

Property Address: 25 Orchard Street, Lockport, New York 14094

Existing Zoning: R-3

Description of proposed action: Request to amend the existing Special Use Permit to harbor pigeons on the property.

Please do not write below this line (office use only)

**Building Inspection**

Planning Board App. Received: \_\_\_\_\_

Planning Board Meeting Date: December 6, 2021

**Corporation Counsel**

Approval: \_\_\_\_\_

**City Clerk**

Call for Public Hearing: \_\_\_\_\_

Public Hearings: \_\_\_\_\_

**Common Council**

Sponsor of Resolution: \_\_\_\_\_