

CITY OF LOCKPORT
COMMON COUNCIL MEETING AGENDA
REGULAR MEETING
March 8, 2023
6:30 P.M.

6:00 P.M. Committee of the Whole Meeting

6:30 P.M. Common Council Meeting

ROLL CALL

APPROVAL OF MINUTES **Beakman:** Approve Common Council minutes of
030823.1 February 22, 2023

PUBLIC HEARING Local Law to amend Videoconferencing Policy
COMMUNICATIONS

COMMUNICATIONS

MOTIONS & **Beakman** Congratulate employees for years of service
RESOLUTIONS 030823.2

XXXX: Lockport Housing Authority
030823.3

XXXX “Friends of Outwater Park”
030823.4

Beakman: Overnight Parking – request for public hearing
030823.5

XXXX: Grant permission for Boat Steward Program at
030823.6 Wide Waters Marina

Beakman: VFW Leprechaun Walk/Run
030823.7

XXXX: Grant permission to DeSales to conduct annual
030823.8 Fitness 5k on Saturday, April 29th

XXXX: Senior Account Clerk Fire to Police
030823.9

ADJOURNMENT **Beakman:** Adjourn meeting to March 22, 2023.
030823.X

CITY OF LOCKPORT
CORPORATION PROCEEDINGS

Lockport Municipal Building

Regular Meeting
Official Record

March 8, 2023
6:30 P.M.

Mayor Michelle M. Roman called the meeting to order.

ROLL CALL

The following Common Council members answered the roll call:

Aldermen Beakman, Devine, Fogle, Swanson-Gellerson, Kantor, and Lupo.

INVOCATION

MAYOR'S UPDATE

RECESS

Recess for public input.

XXXX23.1

APPROVAL OF MINUTES

On motion of Alderman Beakman, seconded by Alderman _____, the minutes of the Regular Meeting of February 22, 2023 are hereby approved as printed in the Journal of Proceedings. Ayes _____. Carried.

PUBLIC HEARING

The Mayor announced a public hearing on a proposed Local Law implementing a Videoconferencing Policy in the City Charter, Relative to Public Officers Law §103-a.

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

Recess for public input.

The Mayor closed the public hearing.

FROM THE MAYOR

Appointments:

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. Reviewed by the Finance Committee.

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

Notice of Complaint:

03/02/23 Steve O'Mara, 197 Jackson Street - Pothole
Referred to the Director of Highways, Parks and Water Distribution.

Notice of Claim:

Referred to the Corporation Counsel.

MOTIONS & RESOLUTIONS

030823.2

By Alderman Beakman:

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>
Kendra L. DiTullio	20	Police Captain
Kevin R. High	20	Fire Department
Henry P. Nevins	20	Police Officer
Joel P. Diel	20	Waste Water Department
Christopher Peacock	20	Chief Compost Plant Operator
Kristopher W. Pratt	15	Heavy Equipment Officer
Marshall K. Belling	15	Police Lieutenant
Heather M. Glenn	15	Police Detective
Paul C Meerboth Jr	15	Police Officer
Demetrius J Grant	5	Sr Account Clerk
Jennifer L. Previte	5	Staff Accountant
Michael J. Litten	5	Police Officer

Seconded by Alderman _____ and adopted. Ayes _____.

030823.3 – Lockport Housing Authority

Alderman _____:

WHEREAS New York State Law requires the legislative body of the municipality of a public housing authority to approve the compensation of all employees of the housing authority; and

WHEREAS the City of Lockport Housing Authority (CLHA) is operated within the City of Lockport; and

WHEREAS the CLHA is an autonomous Authority created under the laws of the State of New York and the City of Lockport Common Council has no legal oversight or control over the housing authority; and

WHEREAS, the CLHA negotiated the Collective Bargaining Agreement with CSEA Local 832 and the City of Lockport had no input or involvement in the negotiations; and

WHEREAS the CLHA negotiating committee has recommended to the Board of Commissioners of the City of Lockport Housing Authority a salary increase for its employees; and

WHEREAS the CLHA (City of Lockport Housing Authority) negotiating committee has recommended to the Board of Commissioners of the City of Lockport Housing Authority a salary increase for its employees; and

WHEREAS the Board of Commissioners of the City of Lockport Housing Authority has by resolution approved the recommendation; and NOW THEREFORE BE IT

RESOLVED that pursuant to Section 32(1) of the NYS Public Housing Law the salary increases for the City of Lockport Housing Authority employees are approved as follows:

For the CSEA Local 832 union employees:

7% increase for the fiscal year beginning April 1, 2023

3% increase for the fiscal year beginning April 1, 2024

3% increase for the fiscal year beginning April 1, 2025

For the Management Association employees:

7% increase for the fiscal year beginning April 1, 2023

3% increase for the fiscal year beginning April 1, 2024

3% increase for the fiscal year beginning April 1, 2025

Seconded by Alderman _____ and adopted. Ayes ____.

030823.4 **Friends of Outwater Park**

By Alderman:

Resolved, that pursuant to their request, Friends of Outwater Park is hereby granted permission to use the baseball field at Outwater Park at 1PM on July 1, 2023 for a dedication ceremony for Charles Sobieraski, subject to approval of the schedule by the Highways & Parks Department, and be it further

Resolved, that Friends of Outwater Park file a certificate of insurance with the City Clerk naming the City of Lockport as additional insured.

Seconded by Alderman _____ and adopted. Ayes ____.

030823.5 **Overnight Parking**

By Alderman _____:

Whereas, Resolution 041322.17 was unanimously adopted by the Common Council that placed a temporary moratorium on enforcement of the Ordinance §183-23 of the Lockport Municipal Code, which bans overnight parking on city streets between the hours of 2 a.m. and 6 a.m., unless the vehicle owner has received a special parking permit from the City; and

Whereas, the Council has heard all positive feedback regarding the temporary moratorium on said restriction on parking during the months from April to November; and

Whereas, the Traffic Advisory Committee has recommended that the Common Council consider a permanent modification to the ban on overnight parking during the non-winter months; and

Whereas: The Lockport City Common Council must conduct a public hearing prior to implementing the modification to the Code with regard to Ordinance §183-23;

NOW, THEREFORE, BE IT RESOLVED THAT:

A Public Hearing shall be held at the Common Council Meeting of Wednesday, March, 22, 2023 starting at 6:30PM in the Common Council Chambers, Lockport Municipal Building, One Locks Plaza, Lockport, NY relative to the modification of the parking ordinance, to permit overnight parking on the City streets from April 15th to November 1st each year.

Seconded by Alderman _____ and adopted. Ayes ____.

030823.6 Grant Permission for Boat Steward Program at Wide Waters Marina

By Alderman _____:

Whereas, the boat stewards of the WNY Partnership for Regional Invasive Species Management (PRISM) have performed voluntary boat inspections to remove visible aquatic plants and animals from all types of water craft, and

Whereas, the removal of these plants and animals helps prevent the transport and spread of aquatic invasive species, and

Whereas, WNY PRISM has conducted its boat steward program in Lockport for the past three years and wishes to do so again this summer, and

Whereas, the stewards will also be responsible for public education and distribution of educational materials; now, therefore, be it

Resolved, that pursuant to their request, WNY PRISM is hereby granted permission to have watercraft inspection stewards at launches at Nelson C. Goehle Wide Waters Marina during the upcoming season. Stewards will work Thursday through Sunday and holidays, 7am until 5:30pm, from Memorial Day weekend through Labor Day weekend. Said permission is subject to WNY PRISM filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured.

Seconded by Alderman _____ and adopted. Ayes ____.

030823.7 VFW Leprechaun Walk

By Alderman _____:

Resolved, that pursuant to their request, the VFW Post 2535, organizers for a Leprechaun 5K run and Leprechaun-in-training 1.5-mile walk are hereby granted permission to conduct the run and walk on Saturday, March 25, 2023 starting at 9:00 am, subject to the VFW filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, and subject to approval of the race route by the Police Chief, and be it further

Resolved, that the Director of Streets, Parks and Water Distribution is hereby authorized and directed to arrange for delivery of barricades to said area prior to the event.

Seconded by Alderman _____ and adopted. Ayes ____.

030823.8 DeSales – Annual Fitness 5K

By Alderman _____:

Resolved, that pursuant to their request, permission is hereby granted to DeSales Catholic School to conduct their Annual DeSales Race for Fitness, a 5K run on Saturday, April 29, 2023 beginning at 7:30 am subject to approval of the race route by the Police Chief, and filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, and be it further

Resolved, that the Director of Highways, Streets and Parks is hereby authorized and directed to arrange for delivery of barricades and street closed signs to the area prior to the event.

Seconded by Alderman _____ and adopted. Ayes _____.

030823.9 Senior Account Clerk – Fire to Police

By Alderman _____:

Whereas, in resolution 121922.2, the Common Council approved in-house ambulance services which included funding an Administrative Coordinator position in the Fire Department;

Whereas, said position will also be responsible for Senior Account Clerk duties such as payroll and accounts payable entry;

Whereas, the FY 2023 budget contains split funding for a Senior Account Clerk in the Fire and Police Departments;

Whereas, the Administration would like to utilize said split position entirely in the Police Department for increased duties such as oversight of crossing guards and traffic duties that are currently done in the Clerk's Office;

Now therefore be it resolved that the FY 2023 Operating Budget Personnel Detail is hereby updated to reflect this change and that the FY 2023 General Fund is amended as follows:

Expenditures

Decrease

A.3410.51010	Full Time Wages	\$16,604
A.3410.58010	FICA	\$1,270
A.3410.58020	Workers Compensation	\$1,419
A.3410.58040	Medical Insurance	\$9,454
A.3410.58050	Retirement	\$1,270

Increase

A.3127.51010	Full Time Wages	\$16,604
A.3127.58010	FICA	\$1,270
A.3127.58020	Workers Compensation	\$1,419
A.3127.58040	Medical Insurance	\$9,454
A.3127.58050	Retirement	\$1,270

Seconded by Alderman _____ and adopted. Ayes _____.

030823.9A Highway Rehab Project

By Alderman _____:

Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-Led Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of the Highway Rehabilitation Project in the City of Lockport located in Niagara County, PIN 5037.14, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the work on NY Route 31 (West Avenue) from Park Avenue to NY Route 78 pursuant to Section 10, Subdivision 24, or the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the City of Lockport approves of the work on NY Route 31 (West Avenue) from Park Avenue to NY Route 78 and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the City of Lockport will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED: That the Mayor of Lockport – Honorable Michelle M. Roman has the authority to sign, with the concurrence of the City of Lockport Common Council, any and all documentation that may become necessary as a result of this project as it relates to the City of Lockport, and

BE IT FURTHER RESOLVED: That the clerk of the City of Lockport is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation

Seconded by Alderman _____ and adopted. Ayes _____.

030823.10

ADJOURNMENT

At _____ P.M. Alderman Beakman moved the Common Council be adjourned until 6:30 P.M., Wednesday, March 22, 2023.

Seconded by Alderman _____ and adopted. Ayes _____.

SARAH K. LANZO
City Clerk

CITY OF LOCKPORT
COMMON COUNCIL MEETING AGENDA
REGULAR MEETING
March 8, 2023
6:30 P.M.

**MOTIONS &
RESOLUTIONS**

XXXX: Highway Rehabilitation Project
030823.9A

CITY OF LOCKPORT
CORPORATION PROCEEDINGS ADDENDUM
March 8, 2023

MOTIONS AND RESOLUTIONS

Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-Led Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of the Highway Rehabilitation Project in the City of Lockport located in Niagara County, PIN 5037.14, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the work on NY Route 31 (West Avenue) from Park Avenue to NY Route 78 pursuant to Section 10, Subdivision 24, or the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the City of Lockport approves of the work on NY Route 31 (West Avenue) from Park Avenue to NY Route 78 and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the City of Lockport will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED: That the Mayor of Lockport – Honorable Michelle M. Roman has the authority to sign, with the concurrence of the City of Lockport Common Council, any and all documentation that may become necessary as a result of this project as it relates to the City of Lockport, and

BE IT FURTHER RESOLVED: That the clerk of the City of Lockport is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation

NOTICE OF CLAIM

3-2-23

On 2-23-23 Traveling home down Clinton Struck
Pot hole(s) Something broke on the car causing me
to lose control Ending up on the sidewalk on the other
Side Stopped by the wall.



Rev. Steven O'Mara
716-804-1326

RECEIVED

MAR 02 2023

CITY CLERK OFFICE
hand delivered

claim - \$ 3,237.20

197 Jackson Street
Lockport ny 14094

Employee Anniversary Report

March

Employee	Primary Department	Date	Years
1338 Beakman, Paul M JR	City Council	03/25/1985	38
1110 Morello, Charles J JR	Fire Department	03/01/1995	28
1155 Prica, Yvonne M	Water Administration	03/13/2000	23
1123 Quagliano, Luca C.P.	Fire Department	03/26/2001	22
1081 DiTullio, Kendra L <i>Police Captain</i>	Police Department	03/03/2003	20
1092 High, Kevin R <i>Firefighter</i>	Fire Department	03/03/2003	20
1113 Nevins, Henry P <i>Police Officer</i>	Police Department	03/03/2003	20
1035 Diel, Joel P <i>WWTTP Lab technician</i>	Waste Water Department	03/28/2003	20
1157 Peacock, Christopher <i>Chief Compost Plant Operator</i>	Waste Water Department	03/28/2003	20
1045 Starks, Derrick J	Public Works	03/19/2007	16
1049 Pratt, Kristopher W <i>Heavy Equipment op.</i>	Public Works	03/03/2008	15
1070 Belling, Marshall K <i>Police Lt</i>	Police Department	03/10/2008	15
1124 Glenn, Heather M <i>Detective/Police</i>	Police Department	03/30/2008	15
1108 Meerboth, Paul C JR <i>Police officer</i>	Police Department	03/31/2008	15
1129 Pino, Laura K	Police Department	03/30/2009	14
1137 Tarnowski, Steven J	Police Department	03/30/2009	14
1122 Pytlík, David P	Police Department	03/01/2010	13
1053 Bennett, James C	Water Filtration	03/02/2015	8
1173 Grant, Demetrius J <i>Sr Account Clerk</i>	City Treasurer	03/05/2018	5
1174 Previte, Jennifer L <i>Staff Accountant</i>	Finance Department	03/05/2018	5
1102 Litten, Michael J <i>Police Officer</i>	Police Department	03/08/2018	5
1226 Elliston, Sandra E	Water Administration	03/18/2019	4
1227 Balduf, David J	Police Department	03/19/2019	4
1321 Costello, Michael W.L	Police Department	03/06/2020	3
1423 Daigler, Nathan A	Fire Department	03/01/2021	2
1422 Harrington, Tyler K	Fire Department	03/01/2021	2
1426 Roessler, John R	Fire Department	03/01/2021	2
1431 Desabrais, Justin A	Fire Department	03/09/2021	2
1432 Callara, Alexander J	Building Maintenance	03/19/2021	2
1433 Ritchie, Joshua J	Public Works	03/26/2021	2
1476 Buzzeo, Michael D	Police Department	03/14/2022	1
1477 Gavin, Karen L	Fire Department	03/21/2022	1

Total Employees 32



City of Lockport Housing Authority

301 MICHIGAN STREET • P.O. BOX 344 • LOCKPORT, NEW YORK 14095

FAX (716) 434-6303

TELEPHONE (716) 434-0001
SECTION 8 (716) 434-3627

EXECUTIVE DIRECTOR
KEVIN A. BANCROFT
GERALD DEFLIPPO CHAIRMAN
DAVID P. SMITH,
FLORA HAWKINS
CHRISTOPHER B. SHERMAN
HEATHER GRIMMER
RICHARD CLARK
SUZANNE WILSON
THOMAS H. BRANDT, ATTORNEY

February 2, 2023

Honorable Mayor Michelle Roman
City of Lockport Municipal Building
One Locks Plaza
Lockport, New York 14094


Dear Mayor Roman:

At a recent meeting the CLHA negotiating committee recommended to the Board of Commissioners of the City of Lockport Housing Authority a salary increase for its employees. A resolution was passed by the Board to approve the following increases. CSEA Employees and Management Employees will receive a 7% salary increase for fiscal year beginning April 1, 2023 and a 3% increase for fiscal years beginning April 1, 2024 and April 1, 2025.

Please forward this request to your personnel committee so that Common Council action may be taken as soon as possible pursuant to section 32 of New York State Public Housing Law.

Sincerely,

City of Lockport Housing Authority


Gerald DeFlippo
Chairman

EXTENDED SALARY SCHEDULE

Grade 1

	Ent Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
4/1/2022	\$30,310	\$31,676	\$33,044	\$34,411	\$35,772	\$37,137	\$38,494
4/2/2023	\$32,432	\$33,893	\$35,357	\$36,820	\$38,276	\$39,737	\$41,189
4/1/2024	\$33,405	\$34,910	\$36,418	\$37,924	\$39,424	\$40,929	\$42,424
4/1/2025	\$34,407	\$35,957	\$37,510	\$39,062	\$40,607	\$42,157	\$43,697

Grade 2

	Ent. Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
4/1/2022	\$33,359	\$34,352	\$35,349	\$36,338	\$37,336	\$38,332	\$39,315
4/2/2023	\$35,694	\$36,757	\$37,823	\$38,882	\$39,950	\$41,015	\$42,067
4/1/2024	\$36,765	\$37,859	\$38,958	\$40,048	\$41,148	\$42,246	\$43,329
4/1/2025	\$37,868	\$38,995	\$40,127	\$41,250	\$42,382	\$43,513	\$44,629

Grade 3

	Ent. Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
4/1/2022	\$37,499	\$39,068	\$40,635	\$42,209	\$43,776	\$45,347	\$46,913
4/2/2023	\$40,124	\$41,803	\$43,479	\$45,164	\$46,840	\$48,521	\$50,197
4/1/2024	\$41,328	\$43,057	\$44,784	\$46,519	\$48,246	\$49,977	\$51,703
4/1/2025	\$42,567	\$44,349	\$46,127	\$47,914	\$49,693	\$51,476	\$53,254

Grade 4

	Ent. Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
4/1/2022	\$47,330	\$49,306	\$51,280	\$53,259	\$55,231	\$57,206	\$59,172
4/2/2023	\$50,643	\$52,757	\$54,870	\$56,987	\$59,097	\$61,210	\$63,314
4/1/2024	\$52,162	\$54,340	\$56,516	\$58,697	\$60,870	\$63,047	\$65,213
4/1/2025	\$53,727	\$55,970	\$58,211	\$60,458	\$62,696	\$64,938	\$67,170

Proposed CLHA Management Salary Increases

Grade 6
Program/Property Manager
Principle Account Clerk

	<u>Entry step</u>	<u>Step 1</u>	<u>step 2</u>	<u>step 3</u>	<u>step 4</u>	<u>step 5</u>	<u>step 6</u>
Current	53,142	55,005	56,869	58,732	60,599	62,461	64,326
4/1/23	56,862	58,855	60,850	62,843	64,841	66,833	68,829
4/1/24	58,568	60,621	62,676	64,728	66,786	68,838	70,894
4/1/25	60,325	62,440	64,556	66,670	68,790	70,903	73,021

Grade 8
Executive Director

	<u>Entry step</u>	<u>Step 1</u>	<u>step 2</u>	<u>step 3</u>	<u>step 4</u>	<u>step 5</u>	<u>step 6</u>
Current	84,245	86,708	89,238	91,902	94,832	97,560	100,356
4/1/23	90,142	92,778	95,485	98,335	101,470	104,389	107,381
4/1/24	92,846	95,561	98,350	101,285	104,514	107,521	110,602
4/1/25	95,631	98,428	101,301	104,324	107,649	110,747	113,920

4
RECEIVED

JAN 10 2023

CITY CLERK OFFICE

January 7, 2023

Ms. Sarah K Lanzo
City of Lockport Clerk
City Hall
One Locks Plaza
Lockport NY 14094

Dear Ms. Lanzo,

The "Friends of Outwater Park" would like to reserve the 90 foot baseball diamond at Outwater Park for a dedication ceremony on July 1, 2023 at 1PM.

The dedication of the diamond to "Charles Sobieraski" which has been passed by the council a few months will take place at that time. The dedication will take about 30 minutes and we plan on inviting Lockport and State of New York officials.

If the Pitch and Hit organization is planning on playing on the diamond that day, we can work with them. I am very familiar with their officers.

Thank you for your attention to this matter.

If you could please drop me a note or email confirming our plans.

Yours Truly,



David J Davidson

Friends of Outwater Park 716-870-0974 ddavidson8872@yahoo.com

17 Georgia Ave Lockport NY 14094

Committee members: Mark Devine, Mark Sobieraski, Elaine Farchione-Sobieraski, Maria Bianco, Alan Bianco, Joe Kibler.

February 10, 2023

Ms. Sarah K. Lanzo

City of Lockport Clerk

City Hall

One Locks Plaza

Lockport NY 14094

RECEIVED
FEB 13 2023
CITY CLERK OFFICE

Dear Ms. Lanzo,

The "Friends of Outwater Park" would like to reserve the City stage for the dedication of the Charles Sobieraski field at Outwater park. The ceremonies start at 1pm on July 1, 2023.

We will need the stage until 3pm. The use will be for speeches only. We would like the stage placed on the hill North of the diamond.

Best regards,



David J. Davidson

Friends of Outwater Park

716-870-0974

Ddavidson8872@yahoo.com

cityclerk@lockportny.gov

Subject: FW: [EXTERNAL] RE: WNY PRISM Boat Steward Program -Lockport
Attachments: 2022 Lockport Insurance.pdf; CityLockportRequest_03Maar2022.pdf

From: Cooper, Amanda R [mailto:cooperar@buffalostate.edu]
Sent: Wednesday, February 15, 2023 1:05 PM
To: cityclerk@lockportny.gov; Clayton Dimmick <cdimmick@lockportny.gov>; Chris Landry <clandry@lockportny.gov>
Cc: Locke, Andrea S <lockeas@buffalostate.edu>
Subject: RE: [EXTERNAL] RE: WNY PRISM Boat Steward Program -Lockport

Good afternoon,

Thank you for the response. We do require a written request for the COI. Attached is the request sent last year. Please submit a form similar to last years, indicating the desire to be additionally insured.

Here is also a copy of the COI for the 2023 Fiscal Year attached.

Thank you.

Amanda Cooper
Aquatic Program Manager, WNY PRISM
Great Lakes Center, SAMC 319
SUNY Buffalo State
1300 Elmwood Avenue
Buffalo, NY 14222
cooperar@buffalostate.edu
www.wnyprism.com
Office phone: 716-878-3429
Cell phone: 315-795-7010
Pronouns: she/her

From: cityclerk@lockportny.gov <cityclerk@lockportny.gov>
Sent: Wednesday, February 15, 2023 12:50 PM
To: Cooper, Amanda R <cooperar@buffalostate.edu>; Clayton Dimmick <cdimmick@lockportny.gov>; Chris Landry <clandry@lockportny.gov>
Cc: Locke, Andrea S <lockeas@buffalostate.edu>
Subject: RE: [EXTERNAL] RE: WNY PRISM Boat Steward Program -Lockport

Good Morning Amanda,

Thank you for the message. I wanted to let you know that this is something that we would like to work on moving forward this year as well.
We will include a resolution in one of the upcoming meetings (likely March 8, 2022).

If you could please update the insurance rider to reflect the City of Lockport as additionally insured for this year, that would be our next step!

Thanks so much!
Sarah

From: Cooper, Amanda R [<mailto:cooperar@buffalostate.edu>]
Sent: Thursday, January 26, 2023 8:58 AM
To: poates@lockportny.gov
Cc: Locke, Andrea S <lockeas@buffalostate.edu>
Subject: [EXTERNAL] RE: WNY PRISM Boat Steward Program -Lockport

Good morning, Paul,

I am contacting you today as a follow up to an email I sent previously. On behalf of WNY PRISM, as our new Aquatic Invasive Species Program Manager, I would like to thank you for your continued support of our Watercraft Inspection Stewardship Program.

If you could please see the email below from January 9, 2023, it will provide you with information pertaining to last year's season and a request to continue staffing a Steward at Wide Waters Marina for the upcoming season. I look forward to continuing our WNY PRISM partnership with the Town of Lockport.

If you have any questions please let me know.

Thank you.

Amanda Cooper
Aquatic Program Manager, WNY PRISM
Great Lakes Center, SAMC 319
SUNY Buffalo State
1300 Elmwood Avenue
Buffalo, NY 14222
cooperar@buffalostate.edu
www.wnyprism.com
Office phone: 716-878-3429
Cell phone: 315-795-7010
Pronouns: she/her

From: Cooper, Amanda R
Sent: Monday, January 9, 2023 11:36 AM
To: poates@lockportny.gov
Cc: Locke, Andrea S <lockeas@buffalostate.edu>
Subject: WNY PRISM Boat Steward Program -Lockport

Good morning, Paul,

I hope this email finds you well. I am reaching out today on behalf of WNY PRISM, as our new Aquatic Invasive Species Program Manager. I would like to thank you for your continued support of our Watercraft Inspection Stewardship Program and for partnering with us to allow our Steward to be placed at Wide Waters Marina each summer since 2019. The 2022 season was very successful and we couldn't have done it without your support and partnership! We have put together the attached Launch Profile for Wide Waters Marina for you. This will give you an overview of the work we did and the data that was collected. If you have any questions on any of the data, please let me know.

We would love to continue our partnership by having a Steward at the Wide Waters Marina boat launch again this year. The Steward will continue to provide watercraft inspections and will staff the launch from Memorial Day weekend through Labor Day weekend, Thursdays through Sundays from 7 am to 5:30 pm.

To get the ball rolling, I would first like to confirm with you that the City of Lockport is still interested in having a Steward placed at Wide Waters Marina. If you could let me know at your earliest convenience, I would be very appreciative.

Regarding insurance, in the past you have requested a Certificate of Insurance with the City of Lockport listed as additionally insured. If this is still required, we will again need that request in writing. Are there any additional forms needed prior to placing a Steward at Wide Waters Marina? Attached are the forms and documents from last summer, including the request for insurance.

We are excited to work with you again this season and I look forward to hearing from you.

Thank you,

Amanda Cooper
Aquatic Program Manager, WNY PRISM
Great Lakes Center, SAMC 319
SUNY Buffalo State
1300 Elmwood Avenue
Buffalo, NY 14222
cooperar@buffalostate.edu
www.wnyprism.com
Office phone: 716-878-3429
Cell phone: 315-795-7010
Pronouns: she/her



VFW POST 2535

ROGER CORDLE MEMORIAL

Leprechaun 5K Run

& Leprechaun-in-training - 1.5 mile

SATURDAY • MARCH 25, 2023 • 9:00AM



ENTRY FEES:

\$20 Pre-Registration with Race Shirt

\$15 Veterans & First Responders

\$25 Day of Race

PRE-REGISTER BY MARCH 10TH

Race starts and ends at

VFW POST 2535

112 Caledonia Street • Lockport

SPONSORSHIP OPPORTUNITIES AVAILABLE

For more information or to register contact: Stephanie Thurston, *Post Commander*

716-536-3940 • Pkmvfw2535@yahoo.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Grimsley Agency of NY LLC 5320 West Taft Rd North Syracuse, Ny 13212 License #: PC-1097969	CONTACT NAME: David Grimsley	FAX (A/C, No): 315-458-4734	
	PHONE (A/C, No, Ext): 315-452-0123	E-MAIL ADDRESS: grimsleyagencydavid@yahoo.com	
INSURED Lockport Overseas Veteran's Club 112 Caledonia Street Lockport, NY 14094	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Michigan Millers Mutual Insurance		14508
	INSURER B:		
	INSURER C:		
	INSURER D:		
INSURER E:			
INSURER F:			


COVERAGES**CERTIFICATE NUMBER: 00019670-46059****REVISION NUMBER: 5**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

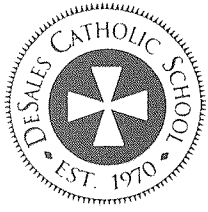
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		C0525875	04/01/2022	04/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Lockport is added as Additional Insured.**5k Leprechaun Run and 1 mile walk. Starts and ends at 112 Caledonia Street, Lockport, NY 14094. Event date 3-19-2022.****CERTIFICATE HOLDER****CANCELLATION**

City of Lockport One Locks Plaza Lockport, NY 14094	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  (DPG)

©1988-2015 ACORD CORPORATION. All rights reserved.



DESALES CATHOLIC SCHOOL

The Start of Something Great

February 27, 2023

City of Lockport
One Locks Plaza
Lockport, NY 14094

RE: DeSales Catholic School
Race for Fitness

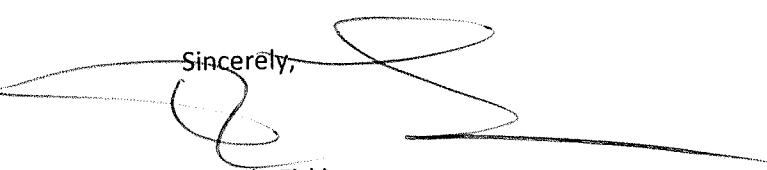
Dear Lockport Town Council:

Please be advised DeSales Catholic School will be holding our annual Race for Fitness on Saturday April 29, 2023 from approximately 7:30 a.m. to 12:00 p.m. There will be approximately 150-200 participants.

Enclosed please find the Certificate of Insurance along with a map of the course.

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

Sincerely,



Pamela Firkins

Business Administrator



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/3/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC PO Box 649 Mount Vernon NY 10552	CONTACT NAME: John Scholl PHONE (A/C, No, Ext): 716-847-8394 E-MAIL ADDRESS: JScholl@buffalodiocese.org FAX (A/C, No): 716-847-5538														
INSURED Diocese of Buffalo 795 Main Street Buffalo NY 14203-1250 DeSales Catholic School 6914 Chestnut Ridge Road, Lockport, NY 14094	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: National Catholic RRG, Inc</td><td>10083</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: National Catholic RRG, Inc	10083	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: National Catholic RRG, Inc	10083														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:** 335275004**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			RRG 1054-23	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ None PRODUCTS - COMP/OP AGG \$ None
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured Status for any Persons with whom the Named Insured has agreed to provide Insurance Protection. Insurance Shall Not exceed Amount agreed Upon or Exceed Policy Limits Provided by this Policy. The Limit is Inclusive of the Insured's \$250,000 Self Insured Retention.

Certificate holder is listed as additional insured with respects to Annual DeSales 5K race to be held April 2, 2023

CERTIFICATE HOLDER**CANCELLATION**

City of Lockport
One Locks Plaza
Lockport NY 14094

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

City of Lockport - Resolution Request Form (For Finance Department)

Agenda Description: Amend Sr. Account Clerk Funding from Fire to Police	
Proposed By: Mayor	Date Submitted: 2/14/2023
<i>Please provide to Finance Director <u>at least two weeks</u> prior to Council meeting.</i>	
Summary: When ambulance was approved in late-December, funding included a new CSEA position (Administrative Coordinator) for billing related services. Said position would also be responsible for senior account clerk duties such as payroll and accounts payable entry, making it duplicative with the existing sr account clerk that is currently split between firer and police. This resolution would amend the split position to be entirely funded and used by the police. New duties would include oversight of the crossing guards as well as takeover of traffic ticket duties that is currently done in the Clerk's Office (which has been a notable area of improvement mentioned by citizens).	
Financial Impact (for current and following year): Budgeted funds for the split position (for the remainder of the year) would be moved from fire into the police clerical budget. No new position is being added. No long term financial impact.	
Explanation of attachments: (1) resolution, (2) budget print-out, (3) email request.	
<i>For Requests Involving Budget Amendments:</i>	
Increase Line Item:	Decrease Line Item:
Personnel lines in Police Clerical	Personnel lines in Fire
<i>For Finance Director to Fill Out:</i>	
<i>Date of Approval:</i> 2/16/2023	<i>Resolution:</i> 022223.____

Whereas, in resolution 121922.2, the Common Council approved in-house ambulance services which included funding an Administrative Coordinator position in the Fire Department;

Whereas, said position will also be responsible for Senior Account Clerk duties such as payroll and accounts payable entry;

Whereas, the FY 2023 budget contains split funding for a Senior Account Clerk in the Fire and Police Departments;

Whereas, the Administration would like to utilize said split position entirely in the Police Department for increased duties such as oversight of crossing guards and traffic duties that are currently done in the Clerk's Office;

Not therefore be it resolved that the FY 2023 Operating Budget Personnel Detail is hereby updated to reflect this change and that the FY 2023 General Fund is amended as follows:

Expenditures

Decrease

A.3410.51010	Full Time Wages	\$16,604
A.3410.58010	FICA	\$1,270
A.3410.58020	Workers Compensation	\$1,419
A.3410.58040	Medical Insurance	\$9,454
A.3410.58050	Retirement	\$1,270

Increase

A.3127.51010	Full Time Wages	\$16,604
A.3127.58010	FICA	\$1,270
A.3127.58020	Workers Compensation	\$1,419
A.3127.58040	Medical Insurance	\$9,454
A.3127.58050	Retirement	\$1,270

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund A - General Fund									
REVENUE									
Department 3410 - Fire									
31560	Safety Inspection Fees	12,000.00	.00	12,000.00	500.00	.00	500.00	11,500.00	4
31640	Ambulance Charges	.00	750,107.00	750,107.00	.00	.00	.00	750,107.00	0
32260	Public Safety Service Fees	10,000.00	.00	10,000.00	600.00	.00	600.00	9,400.00	6
Department 3410 - Fire Totals		\$22,000.00	\$750,107.00	\$772,107.00	\$1,100.00	\$0.00	\$1,100.00	\$771,007.00	0%
REVENUE TOTALS		\$22,000.00	\$750,107.00	\$772,107.00	\$1,100.00	\$0.00	\$1,100.00	\$771,007.00	0%
EXPENSE									
Department 3127 - Police Clerical									
51010	Full Time Wages	59,570.00	.00	59,570.00	2,226.02	.00	5,343.07	54,226.93	9
51100	Overtime	600.00	.00	600.00	115.83	.00	115.83	484.17	19
51120	Longevity	250.00	.00	250.00	250.00	.00	250.00	.00	100
58010	FICA	4,576.00	.00	4,576.00	195.58	.00	428.82	4,147.18	9
58020	Workers Compensation	5,378.00	.00	5,378.00	203.56	.00	613.16	4,764.84	11
58040	Hospital & Medical Insurance	19,586.00	.00	19,586.00	792.36	.00	2,394.97	17,191.03	12
58050	Retirement	7,180.00	.00	7,180.00	.00	.00	1,576.49	5,603.51	22
Department 3127 - Police Clerical Totals		\$97,140.00	\$0.00	\$97,140.00	\$3,783.35	\$0.00	\$10,722.34	\$86,417.66	11%
Department 3410 - Fire									
51010	Full Time Wages	3,138,380.00	46,603.00	3,184,983.00	113,712.82	.00	323,446.91	2,861,536.09	10
51100	Overtime	250,000.00	114,093.00	364,093.00	17,802.49	.00	29,941.03	334,151.97	8
51120	Longevity	23,100.00	.00	23,100.00	250.00	.00	17,350.00	5,750.00	75
51130	Out of Grade	10,000.00	.00	10,000.00	7,025.03	.00	9,933.02	66.98	99
51150	Holiday Pay	65,000.00	.00	65,000.00	.00	.00	.00	65,000.00	0
51170	Additional & Other Compensation	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0
51175	Education & Training Incentives	187,823.00	.00	187,823.00	.00	.00	.00	187,823.00	0
51185	Allowances	48,750.00	.00	48,750.00	.00	.00	44,850.00	3,900.00	92
52010	Office Equipment	1,700.00	.00	1,700.00	.00	456.78	.00	1,243.22	27
52015	Technical Equipment	21,200.00	.00	21,200.00	2,262.51	9,150.82	2,262.51	9,786.67	54
52030	Motor Vehicle Equipment	.00	103,057.00	103,057.00	.00	101,056.52	.00	2,000.48	98

52070	Public Safety Equipment	38,107.00	.00	38,107.00	1,255.94	19,802.32	1,255.94	17,048.74	55
54003	Office Furniture	1,400.00	.00	1,400.00	.00	.00	.00	1,400.00	0
54005	Office Supplies	2,610.00	.00	2,610.00	.00	2,021.58	.00	588.42	77
54030	Small Tools	1,976.00	.00	1,976.00	.00	150.00	.00	1,826.00	8
54035	Training and Education	76,925.00	.00	76,925.00	.00	1,600.00	660.00	74,665.00	3
54040	Assoc/Membership Dues	2,461.00	.00	2,461.00	.00	100.00	.00	2,361.00	4
54041	Publications	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0
54045	Travel Related Costs	1,720.00	.00	1,720.00	.00	.00	8.24	1,711.76	0
54050	Equip. Maintenance/Repair	17,380.00	27,306.00	44,686.00	.00	29,063.60	529.00	15,093.40	66
54055	Professional Services	5,000.00	178,219.00	183,219.00	.00	.00	5,000.00	178,219.00	3
54065	Equipment Rental / Lease	9,240.00	.00	9,240.00	753.09	7,733.82	1,506.18	.00	100
54083	Misc. Support Services	9,000.00	.00	9,000.00	.00	7,148.52	851.48	1,000.00	89
54085	Clothing and Uniforms	74,343.00	16,380.00	90,723.00	514.13	2,065.50	1,929.69	86,727.81	4
54115	Computer Licenses & Software	23,000.00	8,100.00	31,100.00	.00	.00	9,873.24	21,226.76	32
54500	Medical Fees and Services	51,000.00	.00	51,000.00	.00	24,283.09	1,530.51	25,186.40	51
54515	Special Supplies	8,000.00	91,300.00	99,300.00	43.16	13,873.29	9,291.06	76,135.65	23
54605	Telephone Services	6,000.00	700.00	6,700.00	.00	6,000.00	.00	700.00	90
58010	FICA	292,865.00	12,293.00	305,158.00	10,418.54	.00	32,103.16	273,054.84	11
58020	Workers Compensation	181,068.00	3,586.00	184,654.00	6,415.64	.00	19,244.44	165,409.56	10
58040	Hospital & Medical Insurance	763,063.00	20,954.00	784,017.00	31,945.36	.00	94,126.37	689,890.63	12
58050	Retirement	991,911.00	39,354.00	1,031,265.00	.00	.00	216,990.33	814,274.67	21
Department 3410 - Fire Totals		\$6,329,022.00	\$661,945.00	\$6,990,967.00	\$192,398.71	\$224,505.84	\$822,683.11	\$5,943,778.05	15%
EXPENSE TOTALS		\$6,426,162.00	\$661,945.00	\$7,088,107.00	\$196,182.06	\$224,505.84	\$833,405.45	\$6,030,195.71	15%
Fund A - General Fund Totals									
REVENUE TOTALS		22,000.00	750,107.00	772,107.00	1,100.00	.00	1,100.00	771,007.00	0%
EXPENSE TOTALS		6,426,162.00	661,945.00	7,088,107.00	196,182.06	224,505.84	833,405.45	6,030,195.71	15%
Fund A - General Fund Totals		(\$6,404,162.00)	\$88,162.00	(\$6,316,000.00)	(\$195,082.06)	(\$224,505.84)	(\$832,305.45)	(\$5,259,188.71)	
Grand Totals									
REVENUE TOTALS		22,000.00	750,107.00	772,107.00	1,100.00	.00	1,100.00	771,007.00	0%
EXPENSE TOTALS		6,426,162.00	661,945.00	7,088,107.00	196,182.06	224,505.84	833,405.45	6,030,195.71	15%

From: [Michelle Roman](#)
To: [Timothy Russo](#); [Chief Steven K. Abbott](#); [Sue A. Mawhiney](#); [Luca Quagliano](#)
Cc: [Molly Lawson](#)
Subject: [EXTERNAL] budget amendment for senior account clerk
Date: Tuesday, February 14, 2023 7:28:22 PM

Greetings,

As the senior account clerk in the police will not be taking on the Fire Department clerical work any longer, we need to amend the budget to show 100% with the police. This is justified with the reduction of the community police aide and they are taking on that work load (ie; crossing guards), as well as returning the eventual return of traffic ticket duties from the clerk's office. Let me know if you need anything from my end to help facilitate this.

Thank you.

Respectfully,
Michelle Roman
Mayor
City of Lockport



February 15, 2023

Robert Lawson, Public Works Supervisor
City of Lockport
Lockport Municipal Building
One Locks Plaza
Lockport NY, 14094

**RE: HIGHWAY REHABILITATION PROJECT
NY ROUTE 31 (WEST AVE), FROM PARK AVE TO NY 78, AND
UPPER MOUNTAIN ROAD, FROM NY 31 TO RAILROAD OVERPASS
CITY OF LOCKPORT, TOWN OF LOCKPORT, NIAGARA COUNTY
PIN 5037.14, D265001**

Dear Mr. Lawson:

Enclosed is an electronic copy of the proposed contract plans for the above-referenced project. The City of Lockport has existing facilities within the project limits. The City of Lockport's involvement in this project consists of adjustment of manhole cover and valve box elevations. The details of the required adjustments are shown in the project plans included with this letter.

Also enclosed are the Utility Work Agreement (HC-140) and the Coordination with the Utility Schedule Note for your approval. The Utility Work Agreement identifies the City of Lockport's required adjustments for the subject project. **The required adjustments are included in the State's contract and will be performed by the State contractor at no expense to the City of Lockport.**

Please do the following: Provide certified resolutions. The HC-140 agreement requires four (4) copies of a Standard Certified Resolution by your governing body. The certified resolution must be in force **before** the agreement can be approved by the City of Lockport's authorized representative. Each copy of the resolution must be signed and have a seal affixed to it. Enclosed is a sample of the Standard Certified Resolution for this agreement.

Please return the four (4) original (hard-copy) sets of the HC-140 agreement signed by an authorized representative of the City of Lockport **no later than March 9, 2023** to:

Regional Utility Unit
NYSDOT – Region 5
100 Seneca Street
Buffalo, New York 14203.

Robert Lawson, Public Works Supervisor
PIN 5037.14
February 15, 2023
Page 2 of 2

Include in each agreement set the following: the HC-140 agreement, **Coordination with the Utility Schedule Note**, and **Standard Certified Resolution**. One (1) copy of the executed agreement will be returned to you for your records.

Any questions regarding the work to be done can be directed to Robert Ambrose, Design Job Manager (DJM), at (716) 847-5279 or via e-mail at Robert.Ambrose@dot.ny.gov. Questions regarding these forms can be directed to Ms. Ellen Carl, Assistant Regional Utility Engineer, at (716) 847-3572 or via e-mail at Ellen.Carl@dot.ny.gov.

Sincerely,

"Original Signed by Scott C. McKay"

Scott C. McKay, P.E.
Assistant Regional Design Engineer

SCM/EJSC/AJP

Enclosures: Project Plans, Utility Work Agreement (HC-140), Coordination with the Utility Schedule Note, and Standard Certified Resolution Sample

SPECIAL NOTE**COORDINATION WITH THE UTILITY SCHEDULE**

The contractor must coordinate their schedule of operations with the various utility owners involved with the project and shall verify utility information found in the contract documents. Utility revisions required by the various utility owners in connection with this project include:

The City of Lockport – Water & Sewer**Utility Owner's Field Contact:**

Robert Lawson, Public Works Supervisor
City of Lockport
Lockport Municipal Building
One Locks Plaza
Lockport NY, 14094
O: (716) 493-6678
C: (716) 454-2504
rlawson@lockportny.gov

The City of Lockport has the following existing facilities at this location:

1. Existing sanitary sewer lines within the highway boundary of NY Route 31 and NY Route 93.
2. Existing storm sewer lines within the highway boundary of NY Route 31 and NY Route 93.
3. Existing water lines within the highway boundary of NY Route 31 and NY Route 93.

Reimbursable work to be done by the State's contractor:

The project requires the following work to be done at this location, per details in the contract documents:

1. Adjustment of manhole cover elevations. (During construction by the state's contractor.)
2. Adjustment of manhole cover elevations. (During construction by the state's contractor.)
3. Adjustment of valve box elevations. (During construction by the state's contractor.)

The work is to be done by the State's contractor and paid by contract items.

The State's Engineer-In-Charge, in coordination with the State's contractor, shall notify the City of Lockport in writing **2 weeks** before commencing work on their facilities at each location and for each occurrence of work.

The State's Engineer-In-Charge will provide record plans to the City of Lockport.

Additional Notes

1. The Contractor is governed by and must adhere to the provisions of 16 NYCRR Part 753 (Protection of Underground Facilities).
2. The Standard Specifications shall apply to all utility facility adjustments.
3. The State's contractor shall refer to the "User's Guide to Safe Excavation Practices in New York State" found at https://www.digsafelynewyork.com/sites/default/files/excavatorManual_WebVersion.pdf
4. The State's contractor shall verify the stakeholder's facility information found in the details in the contract documents and provide any additional information as requested in the contract documents. The State's contractor shall notify the State's Engineer-In-Charge (EIC) of any discrepancies that are found.
5. If there will be incursion into a stakeholder's facilities' tolerance zone, notify the stakeholder's field contact at least three (3) business days prior to beginning work near the stakeholder's facilities.
6. Any unintentional contact with a stakeholder's facility must be immediately reported to the State's Engineer-In-Charge. The stakeholder's field contact must give approval before work can continue.
7. If additional adjustments become necessary beyond those detailed in the contract documents, then additional adjustments and time frames shall be coordinated by the State's Engineer-in-Charge. Such timeframes shall not be included within previously established time frames.

END OF COMBINED COORDINATION WITH THE UTILITY SCHEDULE

Revised 2022 October 27 – EJSC, AJP

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

Since the construction, reconstruction, or maintenance of the transportation project described below, identified as:

Project Identification No.: 5037.14	F.A. Project No.:
ROW Declaration No.:	Map Nos.:
Parcel Nos.:	County of Niagara
Contract No.: D265001	

Project Description: HIGHWAY REHABILITATION PROJECT
NY ROUTE 31 (WEST AVE), FROM PARK AVE TO NY 78, AND
UPPER MOUNTAIN ROAD, FROM NY 31 TO RAILROAD OVERPASS
CITY OF LOCKPORT, TOWN OF LOCKPORT, NIAGARA COUNTY

State – Municipality, Reimbursable by Items and Labor Exchange (ILE)

necessitates the adjustment of utility facilities as hereinafter described, the owner, **City of Lockport**, of said facilities herewith agrees with the State of New York acting through the Commissioner of Transportation that this agreement shall apply to the accommodation of these utility facilities. Any adjustment of said facilities will be accomplished under the terms of this agreement, in accordance with the Rules and Regulations Governing the Accommodation of Utilities within the State Highway Right-of-Way, in compliance with the attached Special Note, "Coordination with the Utility Schedule", and in accordance with the contract plans, specifications, proposal, amendment(s) or change order(s).

I. Existing Facilities (describe type, size, capacity, location, etc.)

City of Lockport has existing facilities and their location(s) below:

1. Existing sanitary sewer lines within the highway boundary of NY Route 31 and NY Route 93.
2. Existing storm sewer lines within the highway boundary of NY Route 31 and NY Route 93.
3. Existing water lines within the highway boundary of NY Route 31 and NY Route 93.

presently located on **NY State Right-of-Way** as shown on the plans for the proposed transportation project are to be adjusted as follows: (describe type, size, capacity, location, etc.)

1. Adjustment of manhole cover elevations.
2. Adjustment of manhole cover elevations.
3. Adjustment of valve box elevations.

per contract documents

for an estimated \$ N/A

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

II. Financial Responsibility (check appropriate boxes):

- ☐ The facilities to be adjusted under the terms of this agreement are subject to Section 52 of the State Highway Law, and the cost of this adjustment is the sole responsibility of the owner.
- ☒ Subdivision 24 of Section 10 of the State Highway Law enables the Commissioner of Transportation to provide, at the expense of the State, for adjustment to a municipally owned utility when such work is necessary as a result of State highway work. (Municipal Agreement if required.)
- ☐ Subdivision 24-b of Section 10 of the State Highway Law enables the Commissioner of Transportation to participate in the necessary expenses incurred for adjustment of privately, publicly, or cooperatively owned facilities, municipal utility facilities, or facilities of a corporation organized pursuant to the State Transportation Corporations Law. (Privately Owned Property Agreement or Reimbursement Agreement required.)
- ☐ Subdivision 27 of Section 10 of the State Highway Law enables the Commissioner of Transportation, upon the request of a municipality, to perform for and at the expense of such municipality specified work to be included within a State-let contract. (Betterment Resolution required.)
- ☐ Subdivision 33 of Section 10 of the State Highway Law enables the Commissioner of Transportation, upon the request of a public utility corporation, to perform for and at the expense of such public utility corporation specified work to be included within a State-let contract.
- ☐ Subdivision 13 of Section 30 of the State Highway Law enables the Commissioner of Transportation to enter into an agreement to reimburse with public funds the owner for necessary expenses incurred as a result of this adjustment, or to replace the facilities in kind.
- ☐ The owner will develop and keep a record of costs in accordance with the New York State Department of Transportation (NYSDOT) Reimbursement Procedures, and when federal funds participate in the cost, the Federal Highway Administration (FHWA) Federal-Aid Policy Guide Part 645, or as indicated below:

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

III. Physical Adjustment Method (check appropriate boxes):

The actual adjustment or design engineering will be performed by the following method (s):

- ☒ Contract let by the Commissioner.
- ☐ Contract let by the Owner. (check applicable statement, i.e., a or b)
 - ☐ a. Best Interests of State.
 - ☐ b. Utility not sufficiently staffed or equipped.
- ☐ By the Owner's forces.

IV. Betterment, Salvage, and Depreciation Credits Due the Project (check appropriate boxes):

- ☒ There will be no extension of service life, improved capacity, nor any other betterment of the facility (as defined by the NYSDOT Utility Reimbursement Procedures and by FHWA Federal-Aid Policy Guide Part 645) as a result of the adjustments made pursuant to this agreement.
- ☐ There is betterment described as follows:

- ☐ The owner will not claim reimbursement for that betterment portion of the work, but will duly account for it as required by applicable NYSDOT and FHWA procedures.
- ☐ The owner hereby agrees to deposit with the Comptroller of the State of New York the amount of \$_____ to cover the cost of the betterment as described above.
- ☐ The owner agrees to comply with the requirements of the NYSDOT Utility Reimbursement Procedure and FHWA Federal-Aid Policy Guide Part 645 with the respect to salvage and depreciation credits when applicable.

V. General Covenants

The owner hereby agrees to accept full title and responsibility for the adjusted facility in writing upon satisfactory completion of the work. Such acceptance will acknowledge the owner's responsibility to maintain the facility in accordance with all applicable codes, standards and regulations, including his obligation, where applicable, to remove any or all of the facility from the highway at the order of the Commissioner of Transportation, all in accordance with the Rules and Regulations Governing the Accommodation of Utilities within the State Highway Right-of-Way. All compensable claims covered by this agreement will be included in one of the following:

- A. Privately Owned Property Agreement executed prior to the performance of the work.
- B. Municipal Agreement executed prior to performance of the work.
- C. Reimbursement Agreement executed prior to performance of the work.
- D. Such other agreement as approved by NYSDOT Office of Legal Affairs.

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

VI. References

The following documents are herewith incorporated in this agreement be reference (check appropriate boxes)

☒ Federal Highway Administration's Federal-Aid Policy Guide Part 645.

☒ Contract documents: Contract Number: D265001

PIN: 5037.14

Plan Sheets No.: Electronic copy of the proposed contract plans

☐ Owner's Plan Sheets _____

☐ Owner's Estimate Sheets Form No. FIN 223c

☒ Resolution dated _____, by _____

☒ Granting the State of New York authority to perform the adjustment for the owner.

☒ Agreeing to maintain facilities adjusted via State-let contract.

☐ Authorizing deposit of funds by the owner.

☒ Certification by the owner or his agent that he has the legal authority to enter into this agreement.

(Print/Type Name) Owner or Agent	(Signature)	Title	Date

Sherman Lane For the NYSDOT Commissioner of Transportation	Statewide Utility Engineer Title	
	Title	Date