

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, September 12, 2024, 4:00 p.m.

Dunkirk Town Hall, 4737 Willow Road, Dunkirk, NY 14048

Chairman Pacos called the meeting to order at 4:00 p.m.

Pledge of Allegiance

The roll was called and a quorum was present.

Members Present: Rich Lewis, Brian Puro, ~~Craig Miller~~, Priscilla Penfold, Dan Pacos, Bob Bankoski, Tom Wik, Dave Hazelton, John Penhollow, Richard Lascola

Members Absent: Craig Miller, Terry Niebel

Others: Kathy Tampio, Mitch Magierski, Jean Crane, Randy Woodbury, John Esperson, Eric Wies

MOVED by Hazelton, SECONDED by Bankoski, the minutes of 8-8-2024 were approved by unanimous vote.

Privilege of the Floor

- John Esperson, Fredonia – questioned how Labella Engineering study will be funded by the District. Response by Chairman Pacos – the County has an existing contract with Labella for general engineering. The County will be providing ARPA funding by Resolution in the amount of \$20,000 and the balance of funding to be provided by a grant through New York State through Senator Borrello and Assemblyman Goodell sponsorship.

Communications None

Unfinished Business

- DOCCS funds – Village of Brocton attorney Peter Clark has been in contact with DOCCS that they have agreed to pay their portion of the funding for the Brocton Capital Project but have requested additional information.
- CBI WW Payment Agreement – Municipal Attorney Jeff Passafaro is in contact with Mayors and Town Supervisors and with the County Attorney Wright to discuss details of the agreement. County Finance Director Crow is developing the total amount in arrears with calculated interest.
- Leak Detection – Rural Water conducted survey of water system. CBI WW received a flash drive that could not be viewed. CBI WW waiting for another flash drive to review.

New Business

1. MOVED by Penhollow, SECONDED by Puroil, to approve payment of City of Dunkirk Water Bills listed pursuant to Contract #18-39-04;
 - a. 0002432-24-28 Greenhurst & Franklin Master Meter in the amount of \$3,962.88
 - b. 0002433-24-29 Roberts Rd & Urban Master Meter in the amount of \$94,995.60

Unanimously Adopted

2. MOVED by Lewis, SECONDED by Bankoski, to approve Change Order #4 For H&K Services, Inc. for Water Storage Tank Improvements contract #21-39-04 – decrease contract amount by \$38,446.48 amending total contract price to \$1,536,922.77 and to extend term for final payment to November 1, 2024.

Unanimously Adopted

3. MOVED by Hazelton, SECONDED by Bankoski, to authorize payment to City of Dunkirk to reimburse SCADA SPECTRUM cellular service invoiced costs at the NCCWD owned Tenney Street Pump Station from January 1, 2023 – August 31, 2024 in the total amount of \$731.89. SCADA SPECTRUM cellular service to be transferred to an account owned by the NCCWD for future billing.

Unanimously Adopted

4. MOVED by Bankoski, SECONDED by Penhollow, to approve the 2025 Tentative NCCWD Budget as presented with amendment to be presented to decrease the Administrative Director salary allocation to the District to be reviewed with the Chautauqua County Legislature prior to adoption.

Unanimously Adopted

5. MOVED by Lewis, SECONDED by Hazelton, to authorize professional engineering services to be provided by County Contract #23-25-31I with Labella for the purpose of conducting additional evaluation and modelling of the Village of Fredonia Water System to evaluate the potential interconnection between the NCCWD and the Village of Fredonia Water System at a cost not to exceed \$69,900.00. Funding to be provided through Chautauqua County ARPA funding and additional state grant sources.

Unanimously Adopted

6. MOVED by Wik, SECONDED by Bankoski, to authorize Chairman of the NCCWD to negotiate the contractual terms of and execute an Intermunicipal Agreement subject to approval as to legal form with the Chautauqua County Attorney's office, to amend the O&M Agreement with CBI Water Works (Contract #19-39-02) to reflect the Village of Brocton and Town of Portland's departure from CBI WW.

Unanimously Adopted

Reports

- **Chairman's Report** – Ongoing discussion with Village of Fredonia officials regarding a study to be conducted by Labella regarding NCCWD connection with Village of Fredonia water system.

CBI Water Works Update – Financial reports continue to be provided to each municipal member.

- **Financial Report and Administrative Update** – Financial Reports prepared by Chautauqua County Budget Director Swan and by Kathy Tampio (Hard copy Capital Report and 2024 Budget to date provided to Board members and placed on

file) Current Balance due from CBI WW = \$1,444,474.52. Tampio reports that the Chautauqua County Legislature passed a Resolution last month to authorize BAN for interim funding of the Capital Project. An interview has been conducted with a candidate for the new Administrative Director position. A Resolution will be on the September 25, 2024 County Legislature meeting to authorize use of ARPA funds for the Labella Study. Resolutions will be considered at the October 23, 2024 Legislature meeting to formally accept the second ESD Grant of \$1million for the Capital Project Phase II, and to authorize an IMA with Town of Portland/Village of Brocton for direct billing of water usage recorded at the Portland Town line Master Meter.

○ **Grants Update –**

- DOCCS –letter and documentation sent from Village of Brocton to amend contract with DOCCS. Awaiting DOCCS approval.
- ESD – 1st grant disbursement still in process
- EFC – draw #20 received from EFC in the amount of \$8,114.48

Capital Projects Update – Eric Wies, CPL

- NCCWD Phase II Capital Project – Sheridan Water Tank is now in service and contract with H&K can now be closed out.
- Expect WIIA grant funding award announcements in Nov/Dec – hope to receive an award to fund the Phase III Capital Project for water main replacements and Master Meters.
- NCCWD to fund Village of Fredonia hydraulic modeling by Labella for potential connection with NCCWD.
- Portland projects in restoration phase.
- Pomfret Van Buren project easements completed and bid date has been set.
- Dunkirk Shorewood project – easements yet to complete.
- Sheridan – Town board approved the new water district to connect customers to the NCCWD water main to the new water tank.
- NCCWD Chlorination stations status – E. Wies to follow up and report.

Discussion/Other

MOVED to Adjourn by Lewis, SECONDED by Penhollow and Unanimously Carried, the meeting ended at 5:32 p.m.

Respectfully Submitted,

Kathy Tampio, Financial Analyst - Chautauqua County Legislature/NCCWD Administrative Coordinator

- **Next Board meeting – October 24, 2024, 4:00 pm, Dunkirk Town Hall**

Approved as Amended with Strike through 10/24/2024