

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, September 8, 2022, 4:00 p.m.

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

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

The roll was called and a quorum was present.

Members Present: Dave Hazelton, Rich Lewis, Richard Purol, Dan Pacos, Craig Miller, Brian Purol, John Walker, Terry Niebel

Members Absent: Richard Lascola

Others: Kathy Tampio, Randy Woodbury, Michelle Twitchell, Susan Parker, Richard Morrisroe

MOVED by Pacos, SECONDED by Niebel, the minutes of 8/11/2022 were approved as presented by unanimous vote.

Privilege of the Floor

- Susan Parker – question Re: what form of communication exists between the NCCWD and the Village of Fredonia? Board members explained that communication is ongoing with Mayor of Fredonia as needed and with officials at the City of Dunkirk.
- Randy Woodbury – explained that communication is ongoing between the City of Dunkirk and Village of Fredonia staff. The emergency water use contract between the NCCWD, Village of Fredonia and Town of Pomfret and with City of Dunkirk has worked very well.

Communications

1. Municipal Solutions EFC Draw request # 9 submitted to EFC for reimbursement
2. EFC Draw request #8 payment received

Unfinished Business

- Letter in opposition to Wind Turbines in Lake Erie – K. Tampio to submit draft to NCCWD Board for approval and Chairman’s signature.

New Business

1. MOVED by Lewis, SECONDED by Miller, to approve payment of CPL Invoice #81577 in the amount of \$2,550.00 and Invoice #84477 in the amount of \$14,400.00 pursuant to Contract #16-01-01.

Unanimously Carried

2. MOVED by Lewis, SECONDED by B. Purol, to approve payment of City of Dunkirk Water Bills listed pursuant to Contract #18-39-04;
 - 2432-22-28 Greenhurst & Franklin Master Meter in the amount of \$3,314.70
 - 2433-22-29 Roberts Rd & Urban Rd Master Meter in the amount of \$57,660.54

Unanimously Carried

3. MOVED by Pacos, SECONDED by Niebel, to authorize the Conveyance of an Easement and Rights of Way to Niagara Mohawk Power Corporation and Verizon New York, Inc. on the parcel owned by NCCWD located in the Town of Sheridan (SBL 114.00-2-9.2) for the purposes of constructing, reconstructing, relocating, extending, repairing, maintaining, operating, inspecting, patrolling and removing utility poles to provide utilities to the NCCWD Water Storage Tank.

Unanimously Carried

4. MOVED by Lewis, SECONDED by Walker, to authorize payment of S. St. George Pay Application #4 in the amount of \$235,090.38 less 5% retainage of \$11,754.86 pursuant to Contract #21-39-06 for Watermain Water System Improvements.

Unanimously Carried

Reports

- **Chairman Purol** – Several easements are still needed for new water line project in the PPD Sewer District area
- **Financial Report and Administrative Update** – Kathy Tampio (Hard copy Capital Report and 2022 Budget to date provided to Board members and placed on file)
 - **Grants Update** –
 - DOCCS – New contract must be developed with revised project scope and water use data.
 - ESD – 1st grant disbursement in process
 - EFC – Draw #8 has been received from EFC from the Short Term Financing of Phase II Capital Project. Total funds received to date = \$1,851,486.51 (Draws #1-8). Draw #9 has been submitted in the amount of \$223,335.85
 - **CBI Water Works** – Current balance due in arrears = \$1,312,767.17. Walker reported – CBI staff working on improving meter reads at Van Buren Point with meter replacement project. Flushing hydrants within the systems continues. S. St. George is doing restoration on watermain contract locations. Billing is improving effectiveness and accuracy. Policies in place for overdue bills and bulk water sales to agricultural customers. Supervisor Lewis requested that regular meetings of the CBI Water Works board resume.
- **Capital Project Update** – by Seth Krull – See attached Report

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: SEPTEMBER 8, 2022, 4:00 PM

Below is update on various projects that CPL is involved with. Updates in bold text.

1. NCCWD Phase 2 Improvements
 - a. Construction schedule:
 - i. Watermain – installation of all main almost complete with portions of Miller Road remaining along with Thruway drill. **2nd master meter vault at Portland/Pomfret Town line installed. To be online soon once testing approved.**
 - ii. Storage Tank – majority of site earthwork and concrete tank completed. Testing and disinfection anticipated end of 2022 or early 2023 when pump station is operational.
 - iii. **Pump Station – site work started August 2022.** Pump station may be delivered end of 2022 but possible delay into early 2023 as backup natural gas generator that is contained within station has severe material delays.
 - b. Progress meeting number 2 held on 8/5/22. Additional meetings to be around end of August.
 - c. Emergency contract **approved** between Village of Fredonia, Town of Pomfret and NCCWD providing several hundred thousand gallons of water to fill tank with several feet of water. **CPL, contractors, and CBI staff will coordinate with Fredonia Water Treatment plant when using water. Will occur over several days to weeks.**
 - d. **Total construction contract amount \$3,475,240.00 of which \$2,147,637.69 has been requested (62%).**
2. Town of Portland Water District 2 Van Buren Point
 - a. Preliminary design complete and submitted to review agencies.
 - b. Town meeting with residents 7/21/22 **and 9/1**. Look to get easements by 9/15, then finalize design after.
 - c. Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.
3. Town of Pomfret Van Buren Bay Water Improvements
 - a. Preliminary design documents completed and submitted to review agencies February 2022.
 - b. Easements sent to Town. Town to prepare agreement and coordinated with property owners.
 - c. Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.



4. Town of Dunkirk Shorewood Water Improvements
 - a. **Preliminary design documents submitted to regulatory agencies 9/7/22.**
Desired easements will be identified on documents.
 - b. Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.

5. Village of Brocton
 - a. December 2020 request to NYS Department of Corrections for remaining financial assistance amount of \$1,472,000.
 - b. CPL recently spoke with DOCCS staff. Their legal department reviewed request and has deemed that a new agreement is needed as project work scope and cost has changed enough from prior agreement. They recommended providing documentation that the recent Village improvements still benefit DOCCS along with what percentage of water DOCCS facility uses versus overall area usage.
 - c. DOCCS also informed CPL that they provided a response to Senator George Borrello's aide as he previous contacted DOCCS staff.

6. Water Meters
 - a. Group to standardize on meter. This meter can then be incorporating into bidding documents for related water projects being undertaken by involved municipalities (Portland, Pomfret, Dunkirk). Group has met with Neptune and Badger representatives.
 - b. Company of selected meter can prepare propagation study & cost estimate. This information is needed to prepare engineering report for submission.
 - c. **CFA application made in July 2022 to obtain funding for replacing 2,200 meters with total cost of \$1,420,000. Badger meters to be used.**

7. Future Projects
 - a. Sheridan residents investigating forming water district around Phase 2 watermain so they can connect with service lines. District formation takes 3-5 months. Residents were at 7/13 Sheridan Town Board meeting. Residents attempting to obtain petition.
 - b. Contemplate future Phase 3 capital improvements.

8. Industrial Tank
 - a. CPL preparing funding application to EFC WIIA program with 9/9/22 submission deadline. Program offers subsidized loans plus possibility of grant award.
 - b. Anticipate EFC announce funding awards late 2022

9. SCADA
 - a. NCCWD phase 2 improvements include control data from new storage tank and pump station that will be connected to CBI office, CBI staff and City of Dunkirk. As part of phase 2 work, control data from NCCWD phase 1 storage tank and pump station will also be connected to the same facilities.

Discussion/Other

- Randy Woodbury/Richard Morrisroe – City of Dunkirk will review pending report from Dr. Reinelt regarding the water rate calculation and amending the water rate formula to a simpler version going forward. City Attorney Morrisroe will review the current water purchase/supply contract to offer proposed amendments for consideration.

MOVED to Adjourn by Lewis, SECONDED by Walker and Unanimously Carried, the meeting ended at 4:51 p.m.

Respectfully Submitted,
Kathy Tampo, Financial Analyst - Chautauqua County Legislature/NCCWD Administrative Coordinator

- Next meeting – October 13, 2022, 4:00 pm, Dunkirk Town Hall

Approved 10/13/2022