

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, October 13, 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, Brian Purol, John Walker, Richard Lascola

Members Absent: Craig Miller, Terry Niebel

Others: Kathy Tampio, Randy Woodbury, Juan Pagan, Eric Wies, Jim Crowell

MOVED by Lewis, SECONDED by Walker, the minutes of 9/8/2022 were approved as presented by unanimous vote.

Privilege of the Floor

No one spoke

Communications

1. **Draft NCCWD Position Letter** – re: opposition to wind turbines in Lake Erie

Unfinished Business

- **City of Dunkirk Water Purchase/Supply Contract and Water Rate Calculation** – Randy Woodbury submitted a memo from City of Dunkirk Attorney Morrisroe that proposed an amendment to the current contract that stipulates a three year term with a water rate escalator of 3 cents/1,000 gallons per year to commence January 2023. Discussion/questions by members will be referred to the City for comment.

New Business

1. MOVED by Hazelton, SECONDED by Lewis, to approve payment of Municipal Solutions, Inc Invoice #18013 for financial services for EFC grant administration pursuant to contract #21-39-01 in the amount of \$577.20

Unanimously Carried

2. MOVED by Walker, SECONDED by Pacos, to approve payment of Municipal Solutions, Inc Invoice #18014 for financial services for ESD grant administration pursuant to contract #21-39-02 in the amount of \$769.60
Unanimously Carried
3. MOVED by Lewis, SECONDED by B. Purol, to approve payment of CPL Invoice #84983 in the amount of \$12,900.00 pursuant to Contract #16-01-01.
Unanimously Carried
4. MOVED by Pacos, SECONDED by Walker, to authorize payment of S. St. George Pay Application #5 in the amount of \$9,300.00 less 5% retainage of \$465.00 pursuant to Contract #21-39-06 for Watermain Water System Improvements.
Unanimously Carried
5. MOVED by Hazelton, SECONDED by B. Purol, to authorize payment of S. St. George Pay Application #1 in the amount of \$80,635.00 less 5% retainage of \$4,031.75 pursuant to Contract #21-39-03 for Pump Station Water System Improvements.
Unanimously Carried
6. MOVED by Lewis, SECONDED by Hazelton, to approve payment of City of Dunkirk Water Bill listed pursuant to Contract #18-39-04;
 - 6423-22-30 - Arrowhead Drive Master Meter in the amount of \$7,749.54*Unanimously Carried*
7. MOVED by Lewis, SECONDED by B. Purol, to approve payment of CPL Invoice #85606 in the amount of \$7,590.00 pursuant to Contract #16-01-01.
Unanimously Carried

Reports

- **Chairman Purol** –concrete pad for the site for the new pump station has been completed. New water tank constructed at Sheridan site has received the water from the Village of Fredonia that is necessary to test for leaks. Water meter at emergency water connection will be read and the Village of Fredonia will send a bill to NCCWD.
- **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 #9 has been submitted in the amount of \$223,335.85
 - **CBI Water Works** – Current balance due in arrears = \$1,391,666.89 Walker reported – shut off notices yielded many customer payments that were in arrears. Open meetings were discussed and updated water loss report.
- **Capital Project Update** – by Eric Wies – See attached Report and comments listed below.
 - Phase II – pump station delivery delayed by supply chain issues to February 2023. Site work for pump station in process. Watermain

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS

DATE: OCTOBER 13, 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 except Thruway drill. 2nd master meter vault at Portland/Pomfret Town line installed **and passed testing. Installed pipe is filled with water by obtaining water from Pomfret/Sheridan master meter vault in early September.**
 - ii. Storage Tank – majority of site earthwork and concrete tank completed. Testing and disinfection anticipated early 2023 when pump station is operational. **Tank to be filled with several feet of water from Pomfret/Sheridan meter vault mid-October. Tank will not be filled all the way, to be done once pump station operational.**
 - iii. Pump Station – site work started August 2022. **Watermain connection to South Roberts road and concrete foundation completed. Pump station delivery anticipated early 2023.**
 - b. Emergency contract approved between Village of Fredonia, Town of Pomfret and NCCWD. **Water has been obtained to fill installed watermain and soon, fill tank with several feet of water.**
 - c. Total construction contract amount \$3,475,240.00 of which **\$2,233,540.94** has been requested (**64%**).
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.
 - c. CPL finalizing 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. Easements sent to Town. Town to prepare agreement and coordinated with property owners.
 - 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 **submitted** funding application to EFC WIIA program. 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.

- directional drill under the Thruway to be completed.
- Final Phase II contract numbers being calculated and change orders negotiated. Final project numbers will be presented at the November NCCWD meeting.
- Water Meter Grant application – should hear about awards the second week in December
- NCIWD Water Storage Tank project – EFC funding application submitted. Bid process will be commenced.

Discussion/Other

- MOVED by Hazelton, SECONDED by Pacos, to authorize Chairman Purol to sign and send a letter as submitted for approval, to state representatives in opposition to Wind Turbines in Lake Erie.
Unanimously Carried
- K. Tampio reported that as a result of consultation with County Attorney Abdella, the District may sell water to Town Water Districts that are outside of the NCCWD boundary by a contract between the NCCWD and the Town District with County Legislature approval.
- D. Pacos reported that the Town of Pomfret Board is waiting for Fredonia to complete a study in response to the Town's proposed Water District phase II expansion water supply needs.
- R. Woodbury – responded to concerns raised in a recent article regarding the water quality of Lake Erie. He reported that the Lake Erie basin that the City of Dunkirk draws water from is very good in contrast to other regions of Lake Erie that have experienced algae blooms and other water quality issues. The City of Dunkirk's water treatment plant utilizes activated carbon filter beds that treat the water properly as required by current DEC and EPA standards for drinking water.

MOVED to Adjourn by Walker, SECONDED by Pacos and Unanimously Carried, the meeting ended at 5:12 p.m.

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

- Next meeting – November 17, 2022, 4:00 pm, Dunkirk Town Hall

Approved 11/17/2022