

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, August 8, 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 Purol, Craig Miller, Priscilla Penfold, Dan Pacos, Bob Bankoski, Terry Niebel, Tom Wik, Dave Hazelton, John Penhollow

Members Absent: Richard Lascola

Others: Kathy Tampio, Natalie Whiteman, Mitch Magierski, Jean Crane, Juan Pagan, Jim Crowell, Randy Woodbury, John Esperson

MOVED by Hazelton, SECONDED by Miller, the minutes of 7-11-2024 were approved as amended by unanimous vote.

Privilege of the Floor

- Jim Crowell, Sheridan – appreciates that new CBI WW employee is doing well with fire hydrant maintenance in Sheridan.
- John Esperson, Fredonia – asked questions 1) when will phase 2 & 3 of Pomfret water projects come on line? – answer by Pacos – next year after project completion. 2) who maintains water rates at interconnections between Pomfret and NCCWD? – answer by Pacos – the NCC Water District Board sets rates. 3) who maintains the meters at Pomfret/Fredonia connections? – answer by Pacos – whichever municipality owns the meters. 4) If Fredonia joins the NCCWD, will the Village have a seat on the NCCWD Board? – answer by Legislator Niebel – the legislature by resolution sets membership of the NCCWD Board and would likely add a seat for the Village of Fredonia if they join the District.

Communications None

Unfinished Business

- DOCCS funds – Village of Brocton has received confirmation from DOCCS that they have received the amended payment/agreement request and is reviewing.
- CBI WW Payment Agreement – in process with CBI WW members. County Finance will determine total repayment with interest. CBI WW members and their municipal attorneys will review the draft agreement and offer potential amendments.

- Leak Detection – Rural Water conducted survey of water system. CBI WW received a flash drive that could not be viewed. CBI WW will request another flash drive to review.
- H&K – Status of Sheridan Water Storage Tank Testing, Change Order. – Tank is filled, last testing occurred Tuesday, 8/6/2024. Final testing approval pending. Watermain has passed required testing. Change order is pending from CPL for approval at September NCCWD meeting. When system is to be activated after testing completed and approved, Town of Dunkirk will contact affected property owners.

New Business

1. MOVED by Lewis, SECONDED by Bankoski, to approve payment of City of Dunkirk Water Bills listed pursuant to Contract #18-39-04;
 - a. 0002964-24-21 Willow Road Master Meter in the amount of \$134,144.52
 - b. 0002971-24-22 181 Stegelski Ave. Master Meter in the amount of \$30.96
 - c. 0002972-24-23 Stegelski Ave Master Meter in the amount of \$5.16
 - d. 0002973-24-24 Lake Shore Dr E Master Meter in the amount of \$30,438.84
 - e. 0002974-24-25 Brigham Rd Master Meter in the amount of \$20.64
 - f. 0002975-24-26 Vineyard Dr Master Meter in the amount of \$1,707.96
 - g. 0002965-24-27 Lake Shore Dr W in the amount of \$59,025.24

Unanimously Adopted

2. MOVED by Miller, SECONDED by Niebel, to approve payment of CPL Invoice #100711 for Professional Services for Phase 3 contract #16-01-01 in the amount of \$2,640.00.

Unanimously Adopted

3. MOVED by Miller, SECONDED by Penfold, to approve payment of Municipal Solutions, Inc. Invoice #21197 for Fiscal Services for EDS Grant administration in the amount of \$962.00 pursuant to contract #21-39-02

Unanimously Adopted

4. MOVED by Niebel, SECONDED by Bankoski, to approve payment of Municipal Solutions, Inc Invoice #21198 for Fiscal Services for EFC Grant administration in the amount of \$917.60 pursuant to contract #20-39-01

Unanimously Adopted

Reports

- **Chairman’s Report** – County Financial Reports match CBI WW financial reports.
- **CBI Water Works Update** – Preparing to pay next NCCWD Invoice on “aging” report. To discuss account in arrears payable to Chaut. County with proposed share of each municipality.
- **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
 - **Grants Update** –
 - DOCCS –letter and documentation sent from Village of Brocton to amend contract with DOCCS. Awaiting DOCCS response.

- ESD – 1st grant disbursement still in process – waiting for Certificates of Completion from the City of Dunkirk to enable disbursement of grant funds
- EFC – draw #20 received from EFC in the amount of \$8,114.48
- **Capital Project Update** – NA – Board requested CPL Engineer to attend the next meeting in September.

Discussion/Other

MOVED to Adjourn by Lewis, SECONDED by Penhollow and Unanimously Carried, the meeting ended at 4:29 p.m.

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

- Next Board meeting – September 12, 2024, 4:00 pm, Dunkirk Town Hall

Approved 9/12/2024