

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, December 19, 2024, 4:00 p.m.

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

Vice-Chairman Lewis 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, Craig Miller, Priscilla Penfold, John Penhollow, Richard Lascola, Dave Hazelton

Members Absent: Terry Niebel, Tom Wik, Dan Pacos, Bob Bankoski, Brian Purol

Others: Kathy Tampio, Jean Crane, Randy Woodbury, Natalie Whiteman, Pierre Chagnon, Jim Crowell, Eric Wies, Mitch Magierski

MOVED by Miller, SECONDED by Lascola, the minutes of 11-14-2024 were approved as amended by unanimous vote.

Privilege of the Floor

- Natalie Whiteman – CCDOH – discussion of county Micorbac Contract quote for water testing services.

MOTION: MOVED by Hazelton, SECONDED by Penhollow to accept the Microbac contract terms for water testing provided for in the Chautauqua County Contract and to authorize monthly Bacteria testing services provided to NCCWD by the Chautauqua County Department of Health;
Unanimously Adopted

Communications

1. Email – Natalie Whiteman CCDOH – re: follow-up Emergency Response Plan
2. Email – Loren Laurito – CBI WW – request for maps of master meters and water infrastructure
3. Email – Kristen Wright – CC Law Department re: status of CBI WW Repayment Agreement

Unfinished Business

- DOCCS funds – Peter Clark continues to pursue.
- CBI WW Payment Agreement – Portland and Brocton have sent checks to CBI WW to pay their portion of the repayment. Agreement between Chautauqua County and CBI Municipalities to be finalized and executed.

- Leak Detection – Rural Water survey still not received.
- **New Business**
 1. MOVED by Penfold, SECONDED by Miller, to approve payment of City of Dunkirk Water Bills listed pursuant to Contract #18-39-04;
 - a. Invoice #0002432-24-38 – Greenhurst & Franklin Ave. Master Meter in the amount of \$505.68
 - b. Invoice #0002433-24-39 – Roberts Rd. & Urban Rd Master Meter in the amount of \$75,573.36

Unanimously Adopted

Reports

- **Chairman's Report** – Lewis - Happy to have repayment of CBI WW debt in process to be finalized.
- **CBI Water Works Update** – NA
- **Financial Report and Administrative Update** –Financial Reports prepared by 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 = \$1,844,152.72. Chautauqua County issued the BAN to repay funds owed from District for the Capital Project. Will be rolled over to Bonding when project completed and grant funds received. EFC WIIA grant application was not awarded for Phase III project. Will resubmit at next funding round. Transition training with Allison Vento continues for administrative change effective January 1, 2025 following end of employment of Administrative Coordinator Kathy Tampio.
 - **Grants Update** –
 - DOCCS –letter and documentation sent from Village of Brocton to amend contract with DOCCS. Awaiting DOCCS approval.
 - ESD – 1st grant disbursement received in the amount of \$1,000,000
 - EFC – draw #21 received from EFC in the amount of \$90,879.58

Capital Projects Update – Eric Wies

- SCADA to be activated for new pump station and Spectrum account to be set up.
- Chlorine Stations at new pump station and at NCIWD tank location to be constructed.

Discussion/Other

- Hazelton – copies of executed CBI WW repayment agreement needed to request funds from prison located in Brocton.
- Penfold - Town of Dunkirk also needs a copy to gain Town Board support for their share of the repayment.

MOVED to Adjourn by Hazelton, SECONDED by Penhollow and Unanimously Carried, the meeting ended at 4:42 p.m.

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

- Next Board meeting – January 9, 2025, 4:00 pm, Dunkirk Town Hall