

**Minutes**

**NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD**

Thursday, October 8, 2020, 4:00 p.m.

Town of Sheridan Municipal Building

2773 Route 20, Sheridan NY 14135

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

The roll was called and a quorum was present.

**Members Present:** Dan Pacos, Richard Purol, John Walker, Dave Hazelton, Jay Warren, Terry Niebel, Dick Frost and Brian Purol

**Members Absent:** Dan Schrantz

**Others:** Kathy Tampio, Seth Krull, Randy Woodbury, Roger Pacos, Jim Oakes, Eric Wies (by phone), Paul Snyder and others

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MOVED by Hazelton, SECONDED by Walker, the minutes of 9-10-2020 were approved by unanimous vote.

**Privilege of the Floor**

No one spoke

**Communications**

1. Copy of Letter from INX International Ink Co. to Town of Sheridan Code Enforcement Officer Crowell, re: water pressure at Dunkirk Facility  
Discussion – Examine options to improve water pressure with NCIWD and City of Dunkirk Randy Woodbury.

**Unfinished Business**

1. **Fredonia Interconnections** – Village of Fredonia Trustee Pacos reported that the interconnections proposed by NCCWD have been approved by the board of trustees at their 10/5/2020 meeting. Trustee Pacos discussed the terms of payment contained within the draft interconnection agreement provided by NCCWD. After discussion the NCCWD Board agreed to amend the draft agreement to change the water rate to “100%” of the village water rate to their customers and “100%” NCCWD water rate to their purchasers from the draft 175%. A new draft of the proposed agreement will be provided to the Village of Fredonia officials. Discussion - new water main interconnection between the City of Dunkirk and the Village of Fredonia and the potential for a supportive role that NCCWD could provide.

## New Business

1. MOVED by Walker, SECONDED by Pacos to authorize Chairman Purol to execute the interconnection agreement as amended and in its substantive form, with the Village of Fredonia and the Town of Pomfret  
*Unanimously Carried*
2. MOVED by Pacos, SECONDED by B. Purol to authorize Chairman Purol to execute the Payment Requisition from required to receive the DASNY SAM Grant #6990 disbursement in the amount of \$100,000 for the regional water system capital project.  
*Unanimously Carried*

## Reports

Financial Report and Administrative Update – Kathy Tampio (see attached)

### GRANT UPDATE –

1. **SAM** – Payment disbursement Request in process
  2. **ESD** – Pay request pending project cost certification from CPA (Bonadio)
  3. **EFC** – **All** Contract documents have submitted with coordination of Municipal Solutions and CPL. Short Term EFC financing in process.
  4. **DOCCS** – Seth has continued dialog with DOCCS regarding additional funding committed for the Brocton project in the amount of \$1.6 million.
- Capital Project Construction Update – Seth Krull
    - **Phase II project bids** – county bid documents completed, waiting for final CCDOH and NYDOH design approvals.
    - **Phase II property transfer** - Town of Sheridan (Phase II tank property) property transfer and Town of Dunkirk (Phase II pump station property) property transfer in process with town attorney Passafaro and county attorney Wright. Tampio to follow up on status.
    - **Town projects** –
      - **Dunkirk** Bennett Road Phase II –Route 60 – construction initiated and anticipated completion by end of November.
      - **Portland** – Webster Road project completed, close-out in process with punch list completion and final pay request. Restoration in Spring 2021. VanBuren Bay project easements still in process.
      - **Pomfret** - . Map & Plan report in process for the Shorewood Watermain Replacement Project. Goal is to reduce water loss.
      - **Westfield** – in process of applying for grants to install current water mains to town line on Route 5.

# NORTH CHAUTAUQUA COUNTY WATER DISTRICT - Financial Report

Prepared by Kathy Tampio

10/8/2020

## CAPITAL PROJECT EXPENSE

VENDOR	Amount	Expensed	DESCRIPTION
CPL-3RD amended	\$ 1,372,902.00	\$ 1,172,492.00	Professional Services - Engineering
Chaut. County		\$ 20,523.66	Professional Services of Paul Snyder
CSX		\$ 6,850.00	Permit Fee
CSX - Engineer fee		\$ 25,130.84	Inspection Fees per Agreement
Norfolk Southern		\$ 12,500.00	Permit Fee
Norfolk Southern		\$ 11,431.84	Engineering/inspection fees
NYS DEC		\$ 470.55	Base permit fees
National Grid		\$ 3,800.00	Permit Fee
ESD GDA Fee		\$ 250.00	Grant application fee
Chaut. County		\$ 913.90	Map & Plan amendment printing
Chaut. County		\$ 5,797.73	Map & Plan amendment mailing postage
Observer/P-J		\$ 54.27	Legal Ads - Notice required by NYS DEC
Observer/P-J		\$ 117.90	Legal Ads- Map & Plan amendment
Observer/P-J		\$ 83.25	Legal Ads-RFP Tree Clearing
Brocton Village		\$ 63,560.25	Capital Project Overrun Reimbursement
Brocton Village	Removed - Capitalized expense		Capital Lease - EFC Loan Debt Service
Municipal Sol.		\$ 1,865.42	Financial Services - EFC Grant
Contract 8 - 716	\$ 1,367,675.00	\$ 1,359,161.00	Contract 8 - Sheridan Water Main const.
Contract 5 - DJM	\$ 531,000.00	\$ 528,600.00	Contract 5 - meter vaults const.
Contract - Legend		\$ 5,850.00	Tree clearing & culvert - tank property
Contract -			Contract - water main to new tank
Contract -			Contract - Water Storage Tank
Contract -			Contract - Pump Station
Dunkirk Upsizing	\$ 271,000.00	\$ 271,000.00	
ESD GDA Fee	\$ 10,384.19	\$ 10,384.19	
<b>TOTAL CAPITAL EXPENSE TO DATE</b>		<b>\$ 3,500,836.80</b>	

remaining contract expense  
\$ 200,410.00

Paid in Full - Closed  
Paid in full - closed

County Interim funding - Capital - CC RES 2-16-19 extended up to \$4mil to 12/31/2020

\$ 3,500,836.80 Total expense  
\$ 499,163.20 Remaining

**NCCWD 2020 OPERATING BUDGET** 10/8/2020

BUDGET		EXPENSE YTD	
\$ 4,171.00	.1 base pay	\$ 3,107.31	Payroll Allocation-Admin
\$ 1,088,850.00	.4 contractors	\$ 454,063.85	City Dunkirk Water
\$ 20,000.00		\$ 17,256.74	CBI Water Works O&M
\$ 1,098.00	.5 Indirect Cost	\$ 804.00	NYSAC fee & Indirect Dept. costs
\$ 48,908.00	.7 Interest	\$ 28,453.56	Debt Interest
\$ 2,532.00	.8 Benefits	\$ 2,078.42	Payroll Allocation-Admin
\$ 1,328,038.00	<b>TOTAL EXPENSE</b>	\$ 505,763.88	
\$ 1,556,350.00	<b>TOTAL REV</b>	\$ 530,795.82	CBI Water Works
\$ 228,312.00	RESERVE	\$ 25,031.94	Debt Service Reserve

2019 Expense Accrual	\$ 145,000.00	City Water Charges
2019 Expense Accrual	\$ 3,000.00	CBI O&M Charges
2019 Revenue Accrual	\$ 190,000.00	CBI Water Purchase

**.4 - OTHER CONTRACTORS**

City	CBI
3969.84	4378.17
119227.29	112.36
246.33	3996
24268.86	150.87
132464.85	86.62
149.94	2703.42
28.56	365.5
71.4	3852.91
18981.69	59.43
78.54	2533.37
10710	625
1481.55	566.59
48812.61	461
149729.37	365.5
1895.67	
49.98	
7.14	
28192.29	
128.52	
10520.79	20256.74
2241.96	-3000
45806.67	<b>\$ 17,256.74</b>
599063.85	
145000	
<b>\$ 454,063.85</b>	

**Discussions:**

- Eric Wies – future capital projects proposals review and discussion with map and cost estimates.

MOVED to Adjourn by Warren, SECONDED by Walker

*Unanimously Carried*

The meeting ended at 5:26 p.m.

Respectfully Submitted,

Kathy Tampio, Clerk, Chautauqua County Legislature/NCCWD Administrative Coordinator

- Next meeting – November 12, 2020, 4:00 pm, Location to be determined

*Approved 11-12-2020*