

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, November 11, 2021, 4:00 p.m.

Fireside Manor Restaurant, 5377 W. Lake Road, Dunkirk, NY 14048

Vice Chairman Purol called the meeting to order at 4:05 p.m.

The roll was called and a quorum was present.

Members Present: Richard Purol, Dan Pacos, Dave Hazelton, John Walker, , Jay Warren, Brian Purol

Members Absent: Art Miller, Dan Schrantz, Terry Niebel

Others: Kathy Tampio, Juan Pagon, Tom Wik, Rich Lewis, Seth Krull

MOVED by Pacos, SECONDED by Walker, the minutes of 10/14/2021 were approved as presented by unanimous vote.

Privilege of the Floor

No one spoke.

Communications

1. **Letter** – Dale Carson, re: CBI Water Works concerns.
2. **Email Notice** – EPA required assessments and reports – CBI Water Works system
3. **Email** – CPL Seth Krull – DEC construction water main permits for new Water Tank

Unfinished Business

1. City of Dunkirk Water Rate Audit – Randy Woodbury submitted the City Water Rate Evaluation for the NCCWD Board review. The proposed new water rate is \$3.81/1,000 gallons metered. Randy also detailed the new isolation valves installed by the City of Dunkirk on their Route 5 Water Main that recently experienced a major leak with resulting water supply stoppage. Discussion was held of ways to improve the water break alert notifications. He also reported that the City is working with engineers and the Health Departments on ways to realize maximum 10 mgd supply.

New Business

1. Set new NCCWD water rate for CBI Water Works – no action taken pending review of City of Dunkirk proposal.
2. MOVED by Pacos, SECONDED by Walker to recommend the following be reappointed and appointed to the NCCWD Administrative Board by Chautauqua County Legislature resolution: Legislator Terry Niebel, David Hazelton, and new appointee Richard Lascola (265 Liberty St., Fredonia, NY)

Unanimously Carried

3. MOVED by Walker, SECONDED by Pacos, that payment is authorized for Municipal Solutions Invoice Number 16412 in the amount of \$1,258.00 pursuant to contract 21-39-02.

Unanimously Carried

4. MOVED by Pacos, SECONDED by Warren, that payment is authorized for City of Dunkirk Water Bills pursuant to Contract #18-39-04 as listed:
 - Invoice #2964-22, Willow Rd Master Meter - \$120,101.94
 - Invoice #2965-22, Lake Shore Dr W Master Meter - \$678.30
 - Invoice #2971-22, 181 Stegelski Ave Master Meter - \$99.96
 - Invoice #2972-22, Stegelski Ave Master Meter - \$3.57
 - Invoice #2973-22, Lake Shore Dr E Master Meter - \$32,918.97
 - Invoice #2974-22, Brigham Rd Master Meter - \$21,42
 - Invoice #2975-22, Vineyard Dr Master Meter - \$10,720.71

Unanimously Carried

5. MOVED by Pacos, SECONDED by B. Purol, that payment is authorized for CPL Invoice Number 78360 in the amount of \$4,290.00 pursuant to Contract No. 16-01-01 for professional services pending receipt of executed AIA form.

Unanimously Carried

6. MOVED by Pacos Walker, SECONDED by Niebel Pacos , that payment is authorized for H&K Services, Inc. pay request #2 in the amount of \$198,564.00 less 5% retainage of \$9928.20 for a total payment of \$188,635.80 pursuant to Contract No. 21-39-04 Phase II Water Tank.

Unanimously Carried**Reports**

- Chairman's Report – Chairman Purol thanked John Walker for chairing the October board meeting in his absence.
- Financial Report and Administrative Update – Kathy Tampio
 - Grants Update –
 - DOCCS – amendment being prepared for project scope
 - CBI Water Works Shared Services Grant – conference call with Senator Borrello's office – additional MWBE paperwork requested by NYS DOS
 - ESD – 1st grant audit of project cost nearly complete. When completed grant fund request will be processed
 - ESD – 2nd grant – project extension request was provided by the county to spring of 2023



NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: NOVEMBER 11, 2021 4:00 PM

Below is update on various projects that CPL is involved with.

1. NCCWD Phase 2 Improvements
 - a. For watermain contract 15 easements are being sought. To date, several have been signed and returned to Attorney Jeff Passafaro. **Assistance from Town Supervisors is needed.**
 - b. Construction schedule:
 - i. Watermain – Contractor obtaining delivery date from supplier. Market instability for plastic pipe. Could be several weeks or months before pipe is delivered. Contractor to update CPL and NCCWD.
 - ii. Storage Tank – **site work underway. Majority of site earthwork and foundation preparation completed. Concrete tank foundation and walls to be completed in next few weeks.** Tank road, testing, filling, and placing into service to be in spring 2022. **Tank color selection needed.** - *Rewter*
 - iii. Pump Station – shop drawing process underway. Will take 4-6 months to fabricate. Anticipate being delivered to site, installed and operational spring 2022.

2. Village of Brocton
 - a. December 2020 request to NYS Department of Corrections for remaining financial assistance amount of \$1,472,000. **DOCCS still reviewing, anticipate amended agreement will be prepared. DOCCS request area water consumption which CPL & CBI provided.**

3. Town of Portland, Water District 2 Van Buren Point
 - a. Preliminary design complete.
 - b. Town coordinating with property owners for easements. Public Meeting to be held for easements Winter 2021.
 - c. **Finalize design and easements 2022.**
 - d. Anticipate construction **2023.**

4. Town of Pomfret Van Buren Bay Water Improvements
 - a. Preliminary design underway. Anticipated many easements will be sought.
 - b. **Finalize design and easements 2022.**
 - c. Anticipate construction **2023.**

5. Town of Dunkirk ^{Shorewood} ~~Van Buren Bay~~ Water Improvements
 - a. Town is progressing through early approval stages with Rural Development.

*b. CBI - EPA reporting requirements
Seth to - vulnerability assessment - Risk &
Send info to Walle - emergency response plan
- end of this year*

- EFC – Easements are required prior to short term funding agreement and project funds provided as Phase II construction costs are received. Coordinated by Municipal Solutions
- Capital Project Construction Update – Seth Krull (see report attached)

Discussions:

- Juan Pagan – Re: Encourage participation at NCCWD board meetings of all municipal board members in an effort to work together more effectively.

MOVED to Adjourn by Walker, SECONDED by Warren
Unanimously Carried

The meeting ended at 5:30 p.m.

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

- Next meeting – December 9, 2021, 4:00 pm, Location TBA

Approved with corrections (strikethroughs) 12/9/2021