

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, December 10, 2020, 4:00 p.m.

Town of Sheridan Municipal Building

2773 Route 20, Sheridan NY 14135

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

The roll was called and a quorum was present.

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

Members Absent: Jay Warren, Dave Hazelton, Brian Purol, Terry Niebel, Dan Schrantz

Others: Kathy Tampio, Tom Wik, Juan Pagan, Roger Britz

MOVED by Purol, SECONDED by Walker, the minutes of 11-12-2020 were approved by unanimous vote.

Privilege of the Floor

Roger Britz, Trustee, Village of Fredonia – re: request to provide language to amend section 8 of the proposed interconnection *Agreement for Emergency Water Supply*.

Communications

1. Seth Krull, CPL – provide letter from NCCWD to NYS Thruway Authority to assure payment of Thruway inspection costs associated with Phase II construction.

Unfinished Business

1. **Fredonia Interconnections** Agreement update/*Agreement for Emergency Water Supply*: At their last board meeting, the Village of Fredonia board of trustees supported the agreement as proposed and asked village attorney Gard to work with county attorney Abdella to provide additional language to clarify Section 8 of the agreement. Mrs. Tampio will contact Mr. Abdella and forward amended language to the Village board, Mayor and Attorney for their consideration and action.
2. **Property Transfers** - Transfer of Pump Station Town of Dunkirk property and Water Tank Town of Sheridan property for Phase II Capital Project: In process with county attorney Wright and towns attorney Passafaro. Maps and property descriptions provided by Seth Krull, CPL.

New Business

1. MOVED by Frost, SECONDED by Pacos to approve payment of CPL Invoice #72124 for Professional Services Contract 16-01-01 in the amount of 6,750.00.
Unanimously Carried
2. MOVED by Frost, SECONDED by Walker to approve payment of City of Dunkirk Water Bills pursuant to Contract 18-39-04 for the amounts listed below;
 - 0002432 – Greenhurst & Franklin Ave. Master Meter - \$1,581.51
 - 0002433 – Roberts Rd. and Urban Rd. Master Meter - \$37,470.72*Unanimously Carried*
3. MOVED by Hazelton, SECONDED by Pacos to authorize Chairman Purol to execute the *Agreement for Emergency Water Supply* with the Village of Fredonia and the Town of Pomfret as amended with additional language provided in Section 8.
Unanimously Carried

Reports

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

- Capital Project Construction Update – Read by Kathy Tampio – provided by Seth Krull.
 - **Town of Dunkirk Bennett Rd Watermain** – project will be substantially completed by end of year. Restoration in spring.
 - **NCCWD Phase 2 water improvements** – Still waiting on State Department of Health to issue final approval or final comments. We submitted final documents early October and finally were able to confirm with State other week that they have the documents and are in the review que. Paul Snyder informed us he is okay with final documents. We do not know when State will get back to us, could be in a month or two months. Once we get final approval, can then do bid process which will take about 3 months with County Legislature involvement. Anticipate construction start around May 2021 with majority of work done by end of 2021.
 - **Village of Brocton remaining DOCS reimbursement** – Our formal request submitted other month has made it past DOCS Commissioner and filtered down to their project engineer that CPL has been coordinating with. Good news now that this engineer and their legal staff are reviewing request. Next, they should get back to us with approval to release remaining funds of \$1,472,000 to the Village.
 - **Fredonia Interconnection** – I am not aware of anything new. Our NCCWD Phase 2 plans still propose master meter vaults and interconnections on east and west side of Village. Both along Route 20.

Discussions:

- Dave Hazelton: Re: Request CBI Water Works provide an accountant prepared financial statement of expenses and revenue.
- Jay Warren: discussion of county planning and goals re: infrastructure – new improvements and potential for upgrades of existing infrastructure.

NCCWD 2020 OPERATING BUDGET 12/9/2020

BUDGET		EXPENSE YTD	
\$ 4,171.00	.1 base pay	\$ 3,741.55	Payroll Allocation-Admin
\$ 1,088,850.00	.4 contractors	\$ 620,108.12	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	\$ 2,240.50	Payroll Allocation-Admin
\$ 1,328,038.00	TOTAL EXPENSE	\$ 672,604.47	
\$ 1,556,350.00	TOTAL REV	\$ 810,855.72	CBI Water Works
\$ 228,312.00	RESERVE	\$ 138,251.25	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	\$ 17,256.74
26721.45	
153.51	
10117.38	
127002.75	
2020.62	
21.42	
7.14	
765108.12	
-145000	
\$ 620,108.12	

NORTH CHAUTAUQUA COUNTY WATER DISTRICT - Financial Report

Prepared by Kathy Tampio

12/9/2020

CAPITAL PROJECT EXPENSE

VENDOR	Contract Amount	Expense to date	DESCRIPTION
CPL-3RD amended	\$ 1,372,902.00	\$ 1,172,492.00	Professional Services - Engineering
Chaut. County		\$ 21,627.45	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		\$ 580.55	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	
TOTAL CAPITAL EXPENSE TO DATE		\$ 3,502,050.59	

remaining contract expense
\$ 200,410.00

\$110.00

Paid in Full - Closed
Paid in full - closed

County Interim funding - Capital - CC RES 236-19 extended up to \$4mil to 12/31/2020

\$ 3,502,050.59 Total expense

\$ 497,949.41 Remaining

REVENUE REC'D \$ 100,000.00 DASNY SAM GRANT 6990

North Chautauqua County Water District Board Minutes
MOVED to Adjourn by Warren, SECONDED by Frost
Unanimously Carried

12/10/2020

The meeting ended at 4:54 p.m.

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

- Next meeting – January 14, 2021, 4:00 pm, Location TBA

Approved 1/14/2021