

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, December 9, 2021, 4:00 p.m.

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

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

A moment of silence was held in recognition of the passing of former Village of Silver Creek Nick Piccolo.

The roll was called and a quorum was present.

Members Present: Richard Purol, Dan Pacos, Dave Hazelton, John Walker, Jay Warren, Brian Purol, Terry Niebel, Art Miller

Members Absent: Dan Schrantz

Others: Kathy Tampio, Rich Lewis, Seth Krull, Jim Crowell, Dale Carlson, Steve Abdella, Randy Woodbury

MOVED by Walker, SECONDED by Pacos, the minutes of 11/11/2021 were approved as presented as corrected by unanimous vote.

Privilege of the Floor

Dave Hazelton: re: NCIWD Water Tank rehabilitation ARPA funding status. It was reported by Kathy Tampio that the funding was included in the approved ARPA plan adopted by the Chautauqua County Legislature. Next steps will include the submission of a resolution for legislative approval for the capital project, then the NCIWD will put out an RFP for engineering the project.

Communications

1. As reported by Supervisor Walker that a letter was sent from CBI Water Works to Village of Brocton regarding notice of new billing software implementation.
2. As reported by Supervisor Purol that the Town of Dunkirk that 9 customer meter replacements are needed.
3. **Email** – Dan Schrantz Re: parting comments regarding end of term as Supervisor of the Town of Portland and concerns with operation of CBI.
4. **Email correspondence with City of Dunkirk** – re: information requested for audit of Phase I NCCWD Capital project required for ESD Grant #1 Disbursement.

Unfinished Business

1. City of Dunkirk Water Rate – Kathy Tampio reported that she has had on ongoing discussions with County Attorney Abdella. Attorney Abdella suggested the District Board enter into an executive session to get legal advice and interpretation of the Water Purchase/Supply Agreement.

New Business

1. MOVED by Warren, SECONDED by B. Purol, that payment is authorized for Municipal Solutions Invoice Number 16536 in the amount of \$710.40 pursuant to contract 21-39-02 for ESD Grant Administration Services.

Unanimously Carried

2. MOVED by Warren, SECONDED by Pacos, that payment is authorized for Municipal Solutions Invoice Number 16537 in the amount of \$781.00 pursuant to contract 20-39-01 for EFC Grant Administration Services.

Unanimously Carried

3. MOVED by Niebel, SECONDED by Miller, that payment is authorized for City of Dunkirk Water Bills pursuant to Contract #18-39-04 as listed:
 - a. #2432-23, Greenhurst & Franklin Master Meter in the amount of \$1,724.31
 - b. #2433-23, Roberts Rd & Urban Master Meter in the amount of \$43,982.40

Unanimously Carried

4. MOVED by Pacos, SECONDED by Walker, that payment is authorized for H&K Services, Inc. pay request #3 in the amount of \$98,020.00 less 5% retainage of \$4,901.00 for a total payment of \$93,119.00 pursuant to Contract No. 21-39-04 Phase II Water Tank.

Unanimously Carried

Reports

- Chairman's Report – Discussed need for check valves on District Master Meters and potential to share cost and installation with the City of Dunkirk.
- Financial Report and Administrative Update – Kathy Tampio (Hard copy Capital Report and 2021 Budget Year to Date Report provided to Board members and placed on file)
 - Grants Update –
 - DOCCS – amendment in process for project scope
 - ESD – 1st grant audit of project cost nearly complete. When completed grant fund request will be processed
 - 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)

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: DECEMBER 9, 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. Easements needed to obtain EFC funding reimbursement.**
 - 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 completed. Concrete tank foundation and floor are installed. Concrete wall panels formed on ground. Walls to be erected in spring and roof installed.** Tank road, testing, filling, and placing into service to be in spring 2022.
 - iii. Pump Station – 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.
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 Water Improvements
 - a. Town is progressing through early approval stages with Rural Development.

Discussions:

- Jay Warren re: Thanks for opportunity to serve as a member of the NCCWD Board
- Dale Carlson re: Concerns for need to test fire hydrants in Portland Fire District and offer to assist in those efforts
- Randy Woodbury re: City of Dunkirk commitment to working with NCCWD and continuing to foster goodwill between the parties.

Executive Session:

- MOVED by Pacos, SECONDED by Walker to enter into executive session to obtain legal advice regarding the Water Purchase/Supply Agreement. (5:00pm)
Unanimously Carried
- MOVED by Warren, SECONDED by Pacos to close executive session and re-enter into regular session. (5:29pm)
Unanimously Carried

MOVED to Adjourn by B. Purol, SECONDED by Walker
Unanimously Carried

The meeting ended at 5:30 p.m.

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

- Next meeting – January 13, 2022, 4:00 pm, Location TBA

Approved 1/13/2022