

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, February 10, 2022, 4:00 p.m.

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

Vice-Chairman Walker called the meeting to order at 4:02 p.m.

The roll was called and a quorum was present.

Members Present: Dan Pacos, Dave Hazelton, John Walker, Brian Purol, Terry Niebel, Richard Lascola, Rich Lewis, Art Miller, Richard Purol (arrived late)

Others: Kathy Tampio, Jim Crowell, Dale Carlson, Seth Krull, Juan Pagan, Paul Snyder, Susan Parker, Michelle Twitchell, Nicole Siracuse, Julie Bartlett, Carlin (?), Wallist (?)

MOVED by Niebel, SECONDED by Lewis, the minutes of 1/13/2022 were approved as amended by unanimous vote.

Privilege of the Floor

Michelle Twitchell – re: As a trustee of the Village of Fredonia, she and Trustee Siracuse would like to explore the potential of the Village of Fredonia becoming an additional water supplier to the NCCWD. Discussion ensued with NCCWD board members and Paul Snyder of the Chautauqua County Department of Health. (The NCCWD has a current 40 year contract with the City of Dunkirk as a sole supplier of water.)

Julie Bartlett – re: Question regarding additional water service for a Town of Pomfret water district. (Supervisor Pacos asked her to bring her concerns to the Town of Pomfret Board)

Jim Crowell – re: ECWA water line connectivity at the Village of Silver Creek line. (The current meter pit and valve were constructed at the Town of Sheridan/Village of Silver Creek line designed as emergency use only.)

Nicole Siracuse – re: Question – status of Pomfret east and west water main connections for the Phase II project. (Project has been awarded to contractor – construction scheduled for Spring/Summer 2022.)

Communications

1. Email – notification to all NCCWD municipal Supervisors/Mayor that the new 2022 NCCWD water rate to CBI Water Works will be \$4.93/1,000 gallons of water metered.

New Business

1. Ethics Training/Financial Disclosures
2. MOVED by Pacos, SECONDED by Niebel, to approve City of Dunkirk Water Billings pursuant to the Water Purchase/Supply Agreement contract # 18-39-04 for the following master meters:
 - a. Bill No. 2964-22-1, Willow Road/City Town Line Master Meter in the amount of \$101,769.99
 - b. Bill No. 2965-22-1, Lake Shore Dr. W Master Meter in the amount of \$21,316.47
 - c. Bill No. 2971-22-3, 181 Stegelski Ave. Master Meter in the amount of \$10.72
 - d. Bill No. 2972-22-4, Stegelski Ave Near Humane Soc. Master Meter In the amount of \$3.57
 - e. Bill No. 2973-22-5, Lake Shore Dr. E Master Meter in the amount of \$25,721.85
 - f. Bill No. 2974-22-6, Brigham Rd. Master Meter in the amount of \$285.60
 - g. Bill No. 2975-22-7, Vineyard Dr. Master Meter in the amount of \$606.90

Unanimously Carried

Reports

- Financial Report and Administrative Update – Kathy Tampio (Hard copy Capital Report, 2021 Budget Year End and 2022 Budget to date provided to Board members and placed on file)
 - Grants Update –
 - DOCCS – amendment in process for project scope
 - ESD – 1st grant draft audit of project cost has been forwarded to ESD for final approval. When completed grant fund request will be processed.
 - EFC – One Easement outstanding. Short Term Financing closed on 1/13/2022. When easements are complete, the county will process “Certification to Title” for the project and final paperwork to receive EFC funds to reimburse Phase II project expenses.
- Capital Project Construction Update – Seth Krull – See attached progress report.

Discussions:

- CBI Water Works IMA and agreement with NCCWD for O&M. – Paul Snyder – CBI Water Works IMA in process of revision. No action taken to date to develop amendment to the CBI/NCCWD contract.
- Future Improvement Projects – Seth Krull – Will provide updated suggested “Phase III” projects map and associated estimated costs at the next meeting after consultation with Eric Wies.

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: FEBRUARY 10, 2022 4:00 PM

Below is update on various projects that CPL is involved with. Updates in bold text.

1. NCCWD Phase 2 Improvements
 - a. Construction schedule:
 - i. Watermain – **Majority of PVC pipe is delivered and stored on site. Contractor waiting on additional fittings (elbows, valves, hydrants, etc.) before they will start. Anticipate work starting May 2022 and completion Fall 2022.**
 - ii. Storage Tank – 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 **Fall 2022.**
 - iii. Pump Station – Will take 4-6 months to fabricate. Anticipate being delivered to site, installed and operational **Fall 2022.**
 - b. **Contract times in agreements will need to be extended through change orders. Below are current times. Recommend 1 year extension. EFC is also looking have change order include wage rates issued by Federal Government that were close to bid date per their 10 & 90 day rules.**

| Contract | Substantial Completion | Final Completion |
|---------------------------------|------------------------|------------------|
| 9 Watermain | 5/30/22 | 9/30/22 |
| 10 Storage Tank | 5/30/22 | 8/31/22 |
| 11 Pump Station General | 5/30/22 | 8/31/22 |
| 11 Pump Station Electric | 5/30/22 | 8/31/22 |

2. Town of Portland Water District 2 Van Buren Point
 - a. Preliminary design complete and submitted to review agencies.
 - b. Town coordinating with property owners for easements. Public Meeting to be held for easements **Spring 2022.**
 - c. **Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.**

3. Town of Pomfret Van Buren Bay Water Improvements
 - a. **Preliminary design documents to be submitted to review agencies February 2022. Desired easements will be identified to start discussions with property owners.**
 - b. **Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.**



4. Town of Dunkirk Shorewood Water Improvements
 - a. **Town is to start 202b district process in February 2022, will take several months.**
 - b. **Preliminary design underway with design documents to be ready Spring 2022 for submission to review agencies. Desired easements will be identified on documents.**
 - c. **Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.**

5. 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.

- Required NYSDOH/EPA reports/plans – NCCWD’s Vulnerability Assessment, Emergency Response Plan and the Risk and Resilience Assessment must be completed at least in draft form by March 31, 2022. CBI Water Works will contract with CPL to assist in the completion of the reports and with the assistance of Paul Snyder of the CCDOH.

MOTION: MOVED by Pacos, SECONDED by Lewis to approve the reimbursement of CBI Water Works O & M cost associated with an agreement between CBI Water Works and CPL to provide services to complete the required EPA and NYSDOH Assessments and Reports at a cost not to exceed \$8,000.00.

Unanimously Carried

- Dave Hazelton – Request CBI Water Works to provide a water loss report at the April 2022 NCCWD Board meeting.
- Art Miller – Question to CBI Water Works - What is the timing of reading meters in the Village of Brocton.
- Dave Hazelton – Request CBI Water Works to provide locations of bad water meters within the Brocton distribution system so a replacement plan can be developed.

MOVED to Adjourn by Hazelton, SECONDED by Pacos

Unanimously Carried

The meeting ended at 5:16 p.m.

Respectfully Submitted,

Kathy Tampo, Financial Analyst - Chautauqua County Legislature/NCCWD Administrative Coordinator

- Next meeting – March 10, 2022, 4:00 pm, Location TBA

Approved 3-10-2022