

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

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

Town of Sheridan Municipal Building

2773 Route 20, Sheridan NY 14135

Chairman Purol called the meeting to order at 4:02 p.m.

The roll was called and a quorum was present.

Members Present: Dan Pacos, Richard Purol, John Walker, Brian Purol, Terry Niebel

Members Absent: Dan Schrantz, Art Miller, Jay Warren, Dave Hazelton

Others: Kathy Tampio, Juan Pagan, Randy Woodbury, Eric Wies, Roger Britz, Dan Larish, Don Campbell(?)

MOVED by Pacos, SECONDED by Niebel, the minutes of 1/14/2021 were approved by unanimous vote.

Privilege of the Floor

Dan Larish: PPD Sewer District Board Member – Re: issue with water meter readings by CBI Water Works.

Communications

- Seth Krull, CPL – email correspondence re: Phase II bid update.
- Phone messages – re: out of service fire hydrant in Brocton

Unfinished Business

1. **Property Transfers** - Transfer of Pump Station Town of Dunkirk property and Water Tank Town of Sheridan property for Phase II Capital Project: In final stage with county attorney Wright and town’s attorney Passafaro. Final deed descriptions being developed for transfer and recording at Chautauqua County Clerk’s office.
2. Ethics training and financial disclosure statements – in process

New Business

1. Review – Proposals Received Re: RFP-1-21-LEG for Financial Services for Grant Administration – proposals were received from Municipal Solutions, Inc. and Fiscal Advisors & Marketing, Inc. NCCWD Board members present scored each proposal with the highest score/rank received by Municipal Solutions.

2. MOVED by Walker, SECONDED by Pacos to award contract for Financial Advisor for Grant Administration pursuant to RFP-1-21 LEG to Municipal Solutions, Inc.

Unanimously Carried

3. MOVED by Niebel, SECONDED by Pacos to authorize payment of City of Dunkirk Water Invoices listed according to Water Purchase Supply Agreement #18-39-04
 - a. Invoice # 0002964 in the amount of \$91,217.07
 - b. Invoice # 0002971 in the amount of \$10.71
 - c. Invoice # 0002972 in the amount of \$3.57
 - d. Invoice # 0002973 in the amount of \$20,338.29
 - e. Invoice # 0002974 in the amount of \$92.82
 - f. Invoice # 0002975 in the amount of \$11,527.53
 - g. Invoice # 0002965 in the amount of \$196.35

Unanimously Carried

4. MOVED by Walker, SECONDED by Brian Purol to accept the transfer of property to the County from the Town of Dunkirk for the Pump Station location and the transfer of property from the Town of Sheridan for the Water Storage Tank location for the Phase II NCCWD Capital Project.

Unanimously Carried

Reports

- **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)
 1. Contract amendments to extend terms will be required for CPL and for Municipal Solutions – each expire 12/31/2021
 2. County Legislature approved a resolution to extend the term of interim funding until 12/31/2021 – interest for the interim funding will be booked on an ongoing process – current interest to date estimated at \$160,000
 3. ESD Grant #1 project cost certification by Bonadio being coordinated in order to receive grant funds for initial project – Brocton and City of Dunkirk portions
 4. EFC grant administration proceeds with financial services provided by Municipal Solutions
- **Capital Project Construction Update** –Eric Wies
 - NYSDOH approval of Phase II project pending. Assistance in process provided by Paul Snyder of CCDOH.
 - Review continues by DOCCS for remaining project funding
 - Future Projects – continue to monitor funding opportunities. No new funding sources identified to date.

Discussions:

Randy Woodbury – reported that City/Village interconnection on Vineyard Drive is now in service with pressure reducing valve installed. Pump station by railroad tracks now with emergency generator and in service.

MOVED to Adjourn by Walker, SECONDED by Pacos
Unanimously Carried

The meeting ended at 5:04 p.m.

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

- Next meeting – March 11, 2021, 4:00 pm, Location TBA

Approved 3/11/2021