

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

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

Dunkirk Town Hall, 4737 Willow Road, Dunkirk, NY 14048

Vice-Chairman Walker called the meeting to order at 4:08 p.m.

The roll was called and a quorum was present.

Members Present: Dan Pacos, Dave Hazelton, John Walker, Brian Purol, Richard Lascola, Rich Lewis, Art Miller

Members Absent: Richard Purol, Terry Niebel

Others: Kathy Tampio, Jim Crowell, Dale Carlson, Juan Pagan, Michelle Twitchell, Randy Woodbury, Mayor Rosas

MOVED by Hazelton, SECONDED by Lewis, the minutes of 2/10/2022 were approved as amended by unanimous vote.

Privilege of the Floor

Randy Woodbury: Submitted and discussed a “Dunkirk-Fredonia Water Interconnect Data” report to be included in the meeting minutes. He reported that the City of Dunkirk will be setting up a meeting with Dr. Reinelt and NCCWD board members to discuss simplifying the water rate formula.

Mayor Rosas: Reiterated the commitment of the City of Dunkirk Mayor and Council as the water supplier to the NCCWD and the acknowledgement and support of the emergency water interconnections with the Village of Fredonia and NCCWD.

Michelle Twitchell: Asked about the status of construction of the emergency interconnects between NCCWD and Village of Fredonia water system via Town of Pomfret water mains. Expressed the desire of the Village of Fredonia board to explore the possibility of the Village being an additional water supplier to the District.

Dale Carlson: Introduced the email correspondence that was sent to the NCCWD board members – to be included in the meeting minutes.

Communications

Unfinished Business

- CBI emergency plans are in process with consultant CPL.
- Report of CBI Water Works IMA – topics – 168 Radio Read Water Meters installed in Village of Brocton system – reimbursement payment due from Village of Brocton approximately \$35,000. Water accounts in arrears – largest amount of unpaid billings from Village of Brocton customers. Overall system wide water loss estimated at 30% from June 2021 to present. Charts are being prepared including location of water meters that need to be replaced by each municipality.

New Business

1. MOVED by Lewis, SECONDED by B. Purol, 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. 2432-22-8, Greenhurst & Franklin Master Meter in the amount of \$1,760.01
 - b. Bill No. 2433-22-9, Roberts Rd & Urban Master Meter in the amount of \$47,313.21

Unanimously Carried

2. MOVED by Pacos, SECONDED by Lewis, to approve CPL Invoices pursuant to contract #16-01-01- contingent upon availability of funds:
 - Invoice #80282 in the amount of \$10,110.00 for professional services – construction administration & observation, December 2021
 - Invoice #80891 in the amount of \$2,550.00 for professional services - construction administration & observation, January 2022

Unanimously Carried

3. MOVED by Pacos, SECONDED by Miller, to approve payment of Bonadio & Co., LLP Invoice # BN29325 in the amount of \$5,000.00 for audit services for contract #20-21-02 per amendment for ESD project.

Unanimously Carried

Reports

- Financial Report and Administrative Update – Kathy Tampio (Hard copy Capital Report 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 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.
- Portland Supervisor Lewis related communication with NYS DOS regarding Shared Service Agreement Grant disbursement of remaining grant funds pending.

Discussions: No discussion of Dale Carlson email communication.

MOVED to Adjourn by Hazelton, SECONDED by Miller
Unanimously Carried

The meeting ended at 5:11 p.m.

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

- Next meeting – April 14, 2022, 4:00 pm, Location TBA

Approved 4/14/2022