

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, April 14, 2022, 4:00 p.m.

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

Chairman Purol 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, Brian Purol, Richard Lascola, Rich Lewis, Art Miller

Members Absent: John Walker, Terry Niebel

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

MOVED by Hazelton, SECONDED by Lewis, the minutes of 3/10/2022 were approved by unanimous vote.

Privilege of the Floor

Randy Woodbury: re: Observer Article/Editorial regarding his comments about the most recent water main break in the Village of Fredonia – water quality during break repair not a result of utilizing City of Dunkirk emergency water supply.

Jim Crowell: re: Requesting information about hydrant specifications for the new water main to the new Water Tank in Sheridan. Sheridan Fire Department and Sheridan Town Code Enforcement office should be notified.

Communications

1. Email - Chautauqua County Department of Health personnel change. Bill Boria has retired. New contact for water systems – Casey Miller and Natalie Whiteman.

Unfinished Business

- CBI emergency plans are in process with consultant CPL.
- City of Dunkirk – Dr. Reinelt analysis of water rates formula. – delayed to “Discussion” portion of the agenda.

New Business

1. MOVED by Pacos, SECONDED by Lewis, to approve payment of City of Dunkirk Water Bill #6423-22-10 for Arrowhead Drive Master Meter in the amount of \$7,372.35 pursuant to Contract #18-39-04.
Unanimously Carried
2. MOVED by Lewis, SECONDED by Niebel, to approve payment of Municipal Solutions, Inc. Invoice #17183 in the amount of \$1,198.80 for EFC Grant Fiscal Services pursuant to Contract #20-39-01.
Unanimously Carried
3. MOVED by Hazelton, SECONDED by Lewis, after review of contract amendments to incorporate current Federal Water Rates required by EFC funding agency and revise and extend the construction completion schedule due to the delays caused by supply chain lags, the following Capital Improvement Project Change Orders are approved:
 - Change Order #1 for S. St. George Enterprises Contract 21-39-06 Water Main Improvements, to incorporate the most current Federal Wage Rates that are dated closest to the project bid opening and to Change the Contract times of Substantial Completion to December 31, 2022 and Ready for Final Payment to May 31, 2023.
 - Change Order #1 for S. St. George Enterprises Contract 21-39-03 Water Pump Station Improvements, to incorporate the most current Federal Wage Rates that are dated closest to the project bid opening and to Change the Contract times of Substantial Completion to December 31, 2022 and Ready for Final Payment to May 31, 2023.
 - Change Order #1 for H&K Services, Inc Contract 21-39-04 Water Storage Tank Improvements, to incorporate the most current Federal Wage Rates that are dated closest to the project bid opening and to Change the Contract times of Substantial Completion to December 31, 2022 and Ready for Final Payment to May 31, 2023.
 - Change Order #1 for BECC LLC Contract 21-39-05 Water Pump Station Improvements Electrical to incorporate the most current Federal Wage Rates that are dated closest to the project bid opening and to Change the Contract times of Substantial Completion to December 31, 2022 and Ready for Final Payment to May 31, 2023.

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 disbursement request in process
 - EFC –Draws #1 and #2 have been submitted to EFC by Municipal Solutions and funds have been received from the Short Term Financing of Phase II Capital Project.
 - **CBI Water Works** – Chautauqua County Finance Team has requested a meeting with CBI Water Works officials to develop a plan to address the amount of payments in arrears to NCCWD. At this point in time

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: APRIL 14, 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 **end of 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 **end of 2022**.
 - iii. Pump Station – **Site work to start May 2022**. Station will take 4-6 months to fabricate. Anticipate being delivered to site, installed and operational **end of 2022**.
 - b. **Change orders needed for following items. Does not result in contract price increases. Water Group to review and decide at April or May meeting.**
 - i. **Extend contract times**
 - ii. **Incorporate Federal Wage Rates into bid documents per EFC to comply with their 10 & 90 day rules.**

Contract	Current		Proposed	
	Substantial Completion	Final Completion	Substantial Completion	Final Completion
9 Watermain	5/30/22	9/30/22	12/31/22	5/31/23
10 Storage Tank	5/30/22	8/31/22		
11 Pump Station General	5/30/22	8/31/22	12/31/22	5/31/23
11 Pump Station Electric	5/30/22	8/31/22	12/31/22	5/31/23

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 completed and submitted to review agencies February 2022.**
 - b. **Easements send to Town. Town to prepare agreement and coordinated with property owners.**
 - c. Anticipate finalize design and easements during 2022 and bid Fall/Winter 2022 with construction 2023.

4. Town of Dunkirk Shorewood Water Improvements
 - a. Preliminary design underway with design documents to be ready Spring 2022 for submission to review agencies. Desired easements will be identified on documents.
 - b. **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.

the amount in arrears is in excess of \$1million and includes all payments due from the entire year of 2021 and payments to date. Discussion will include municipal re-levy of unpaid customer accounts and infrastructure needs of the municipalities including the challenges of funding to replace water meters and managing water main leaks and water loss.

- **Capital Project Update** – by Seth Krull – (attached)

Discussion: Q&A with Dr. Reinelt and Randy Woodbury and all NCCWD Board members present.

- **Water Purchase/Supply Agreement with City of Dunkirk – Water Rate Formula**

Discussion included:

- Dr. Reinelt analysis and explanation of current water rate formula and calculation. The calculation is based on City of Dunkirk “Audited” Water Cost – that has yet to be done. The rate quoted to NCCWD was based on “2020 Budget” numbers, not on “Audited”
- Going forward – “how can we now simplify the formula and adjust the timeline for water rate calculation?” - would involve an amendment to the original contract to establish practical schedule based on availability of Audited City Financial documents.
- Dr. Reinelt is working with Randy Woodbury to create an interactive spreadsheet to calculate water rates on a yearly basis for all future years.
- Randy Woodbury will get data for years 1, 2 and 3 to enable Dr. Reinelt to calculate a new water rate when he has the Audited Financial document.
- Dr. Reinelt will follow-up with City for Audited Financials for 2020 Fiscal Year and attend the next NCCWD Board meeting.

MOVED to Adjourn by Hazelton, SECONDED by Lascola
Unanimously Carried

The meeting ended at 5:48 p.m.

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

- Next meeting – May 12, 2022, 4:00 pm, Dunkirk Town Hall

Approved 5/12/2022