

**Minutes**

**NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD**

Thursday, May 12, 2022, 4:00 p.m.

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

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

The roll was called and a quorum was present.

**Members Present:** Dave Hazelton, Brian Purol, Richard Lascola, Rich Lewis, Richard Purol, John Walker, Terry Niebel

**Members Absent:** Dan Pacos, Art Miller

**Others:** Kathy Tampio, Jim Crowell, Dale Carlson, Juan Pagan, Susan Parker, Michelle Twitchell, Randy Woodbury, Eric Wies, Craig Miller (Village of Brocton Deputy Mayor)

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MOVED by Hazelton, SECONDED by Niebel, the minutes of 4/14/2022 were approved as amended by unanimous vote.

**Privilege of the Floor**

Susan Parker: County Legislator representing the Village of Fredonia. Re: Fredonia/City of Dunkirk new interconnect – where would it be located, who would pay for it and how would all parties benefit (Village of Fredonia, City of Dunkirk, NCCWD). CPL Engineer Eric Wies explained prior history of the interconnect project that was rejected by the past Village of Fredonia Board of Trustees. It was suggested by the board that the Village of Fredonia Board of Trustees initiate a meeting to discuss with all parties.

Randy Woodbury: City of Dunkirk would like to be connected by telemetry to the District SCADA system in order to effectively monitor the water storage tanks outside of NCCWD master meters in order to regulate water pressure and flow in an effective way, especially during water main breaks.

**Communications**

None received

**Unfinished Business**

1. City of Dunkirk Water Rate Calculation – Randy Woodbury – City of Dunkirk with the assistance of Dr. Reinelt is in the process to develop amendments to the Water

Supply/Purchase agreement to be considered by NCCWD that would change the timing and formula used to calculate the annual water rate. He reported that the City is licensed to draw 12 million gallons per day from Lake Erie and the current water treatment facilities are able to do up to 10 million gallons per day but the current rate is approximately 3million gallons per day.

### **New Business**

1. MOVED by Lewis, SECONDED by Walker, to approve payment of City of Dunkirk Water Bills listed pursuant to Contract #18-39-04;
  - 2964-22-11 Willow Road Master Meter in the amount of \$72,713.85
  - 2965-22-12 Lake Shore Dr W Master Meter in the amount of \$35,593.02
  - 2971-22-13 181 Stegelski Ave Master Meter in the amount of \$129.54
  - 2972-22-14 Stegelski Ave Master Meter in the amount of \$0.0
  - 2973-22-15 Lake Shore Dr E Master Meter in the amount of \$25,462.23
  - 2974-22-16 Brigham Rd Master Meter in the amount of \$121.92
  - 2975-22-17 Vineyard Dr Master Meter in the amount of \$1,257.30

*Unanimously Carried*

2. MOVED by Hazelton, SECONDED by B. Purol, to approve payment of CPL Invoice #81849 in the amount of \$2,550.00 pursuant to Contract #16-01-01

*Unanimously Carried*

3. MOVED by Lewis, SECONDED by Niebel, to approve payment of H&K Services, Inc., pay request #5 in the amount of \$255,300.00 less 5% retainage in the amount of \$12,765.00 pursuant to Contract # 21-39-04 for Sheridan Water Tank Phase II Capital Project.

*Unanimously Carried*

4. Discussion led by Hazelton – re: possibility to allow vote by proxy of ex-officio members. K. Tampio will investigate with county law department.

### **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 – 1<sup>st</sup> grant disbursement request in process
    - EFC –Draw #3 was submitted to EFC by Municipal Solutions and funds have been received from the Short Term Financing of Phase II Capital Project. Total funds received to date = \$780,350.36.
  - **CBI Water Works** – Current balance due in arrears = \$1,331,368.77. John Walker reported that CBI Water Works members have met and are working on an amended IMA.

## NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS

DATE: MAY 12, 2022 4:00 PM

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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. **Work underway along South Roberts Road. Anticipated completion end of 2022 and restoration May 2023.**
    - ii. Storage Tank – Majority of site earthwork **and concrete tank completed. Tank to be painted in near future.** 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. All change orders discussed and approved at prior meeting will soon be provided to EFC for their files.**
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 sent 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.
  
6. **Water Meters**
  - a. **Discussions held at prior meeting about standardizing on meters (Badger or Neptune).**
  - b. **Per 4/29/22 CPL email to group, grant funding program available to install smart meters with remote read (AMI). Yearly program with upcoming deadline of 7/29/22. Standardized meter should be decided first, and that company can prepare study & cost estimate. This information is needed to prepare engineering report for submission.**
  
7. **Future Projects**
  - a. **Sheridan residents investigating forming water district around Phase 2 watermain so they can connect with service lines. District formation takes 3-5 months.**
  - b. **Contemplate future Phase 3 capital improvements.**

- **Capital Project Update** – by Eric Wies – (attached)

**Discussion:**

- S. St. George required to secure separate construction bond to satisfy NYS DOT.
- District Emergency Plans – To be completed next month by CPL.

MOVED to Adjourn by Hazelton, SECONDED by Walker and Unanimously Carried, the meeting ended at 5:12 p.m.

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

- Next meeting – June 16, 2022, 4:00 pm, Dunkirk Town Hall

*Approved 6/16/2022*