

**Minutes**

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, June 20, 2019, 4:00 p.m.

Fireside Manor Restaurant

5377 W. Lake Road, Dunkirk, NY 14048

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Chairman Steger called the meeting to order at 4:00 p.m.

The roll was called and a quorum was present.

**Members Present:** Don Steger, Richard Purol, Dan Schrantz, Dave Hazelton, Brian Purol, John Walker, Jay Warren, Terry Niebel

**Members Absent:** Richard Frost

**Others:** Kathy Tampio, Seth Krull (CPL), Juan Pagan, Randy Woodbury, Glenn Reed, Chuck Civiletto, Tom Wik, Jim Crowell

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MOVED by Hazelton, SECONDED by Niebel, the minutes of 5/16/2019 were approved as presented by unanimous vote.

**Privilege of the Floor**

No one spoke at this time

**Communications**

1. CPL Invoice #62053
2. 716 Site Contracting Payment Request #2
3. Water Purchase Supply Agreement – potential amendment from County Attorney Abdella, re: emergency water supply

**Old Business**

1. Agreement for Billing, Easement Acquisition, Operation and Maintenance of District Water System with CBI Water Works and NCCWD to be signed and notarized by all parties and returned to Chautauqua County Law Department for filing.
2. MOVED by Walker, SECONDED by R. Purol to accept amendment to Water Purchase/Supply Agreement as proposed and forward to City of Dunkirk for their review and approval – Amendment to Paragraph 1. Purchase of Water By the District – add the following: *“Notwithstanding the foregoing, the City acknowledges that the District may purchase water from an alternative source in the case of an emergency. Subject to the City’s available supply capacity, the District may also distribute water purchased from the City to entities other than the Purchasers.”*

***Unanimously Carried***

**New Business**

1. MOVED by R. Purol, SECONDED by Schrantz to approve CPL Invoice #62053 for Professional Services pursuant to Contract 16-01-01 in the amount of \$54,245.20.  
*Unanimously Carried*
2. MOVED by Schrantz, SECONDED by Walker to approve 716 Site Contracting application for payment #2 in the amount of \$388,610.70 less 5% retainage, for a portion of Contract 8 – Route 5 Water Main North.  
*Unanimously Carried*
3. MOVED by Hazelton, SECONDED by R. Purol, to authorize a payroll allocation of up to 10% for administrative services provided to the NCCWD by Chautauqua County Clerk of the Legislature, Kathy Tampio.  
*Unanimously Carried*

**Reports**

1. Financial Report/Status of Capital Project – Kathy Tampio

**NORTH CHAUTAUQUA COUNTY WATER DISTRICT - Financial Report**

Prepared by:  
6/20/2019

**CAPITAL PROJECT EXPENSE**

VENDOR	Contract Amount	Expense to date	DESCRIPTION	EXPENSE PENDING
CPL-3RD amended	\$ 1,372,902.00	\$ 853,412.80	Professional Services - Engineering	\$ 54,245.20
Chaut. County Engineer		\$ 18,935.78	Professional Services of Paul Snyder	
CSX		\$ 6,850.00	Permit Fee	
CSX - Engineer fee		\$ 25,130.84	Inspection Fees per Agreement	
Norfolk Southern		\$ 12,500.00	Permit Fee	
Norfolk Southern		\$ 11,431.84	Engineering/inspection fees	
NYS DEC		\$ 220.00	Base permit fee	
National Grid		\$ 3,300.00	Permit Fee	
Empire State Development		\$ 250.00	Grant application fee	
Chaut. County		\$ 913.90	Map & Plan amendment printing	
Chaut. County		\$ 5,797.73	Map & Plan amendment mailing postage	
Observer/P-J		\$ 54.27	Legal Ads - Notice required by NYS DEC	
Observer/P-J		\$	Legal Ads- Map & Plan amendment	

		117.90		
Brocton Village		\$ 63,560.25	Capital Project Overrun Reimbursement	
Brocton Village		\$ 249,305.09	Capital Lease - EFC Loan Debt Service	
Contract 8 - 716	\$ 1,367,675.00	\$ 278,145.00	Contract 8 - Sheridan Water Main const.	\$ 388,610.70
Contract 5 - DJM	\$ 521,000.00		Contract 5 - meter vaults const.	
<b>TOTAL CAPITAL EXPENSE TO DATE</b>		<b>\$ 1,529,925.40</b>		

**County Interim funding - Capital - CC RES 111-18 extended up to \$3mil to 12/31/2019**

<b>NCCWD 2019 OPERATING BUDGET</b>			
To Date 6-20-19	Expense	\$271,537.77	Water Purchases - City of Dunkirk
To Date 6-20-19	Revenue	0	

**2. Capital Project Construction Update – Seth Krull, CPL**

- Brocton project complete except for minor restoration issues. One year warrantee ends 11/2019.
- Phase II improvements – Middle Road Pump Station (owned by NCIWD) upgrade, new water main and Sheridan tank designs in process.
- Sheridan route 5 water main construction almost complete and service installation and disinfection of water mains in process.
- Meter Vaults contract with DJM in process at County Law Department and pre-construction meeting will be arranged.
- Discussion of replacement vs. maintaining NCIWD water storage tank.
- A check valve was installed to address the water loss issue of the west side water mains.

**Discussion/Other –**

- 2020 Operating Budget – draft will be prepared by Kathy Tampio and presented for board review and approval at the next meeting.

MOVED to Adjourn by R. Purol, SECONDED by Hazelton

***Unanimously Carried***

The meeting ended at 5:44 p.m.

Respectfully Submitted,

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

- Next meeting – 7/18/2019, 4:00pm, Fireside, Dunkirk

*Minutes approved 7/18/2019*