

**Minutes**

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, July 18, 2019, 4:00 p.m.

Fireside Manor Restaurant

5377 W. Lake Road, Dunkirk, NY 14048

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Vice -Chairman Schrantz called the meeting to order at 4:00 p.m.

The roll was called and a quorum was present.

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

**Members Absent:** Richard Frost, Don Steger

**Others:** Kathy Tampio, Seth Krull (CPL), Juan Pagan, Chuck Civiletto, Tom Wik, Drew Smith

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MOVED by Niebel, SECONDED by Walker, the minutes of 6/20/2019 were approved as presented by unanimous vote.

**Privilege of the Floor**

No one spoke at this time

**Communications**

1. Empire State Development - \$1 million grant approval and Grant Disbursement Agreement notice
2. NYS Ag & Markets – Certification – Notice of Intent, Contract 1 and 8

**Old Business**

1. **Fredonia Interconnections** – Meter Vault design provided by Seth Krull to be sent to Village of Fredonia for their review and comment. Discussion of agreement needed between Village of Fredonia and NCCWD for use of interconnection and cost of water supplied. The current City of Dunkirk/Village of Fredonia interconnection agreement has been requested from the City of Dunkirk to use as a sample proposed agreement.
2. **Amendment to the Water Purchase/Supply Agreement with the City of Dunkirk** – Kathy Tampio reported that the proposed amendment has been received by Mayor Rosas and DPF Supervisor Woodbury. They will review with the City attorney and then the amendment must be approved by Council Resolution. Mayor Rosas suggested when the resolution comes up on the city council agenda that representatives of the NCCWD be in attendance to support the amendment and answer any questions.

3. **NC Industrial Water District** – discussion of estimate of water loss within their system. Brian Purol reported that amount of water loss cannot be determined until a master meter has been installed to compare with individual meter readings.
4. **NC Industrial Water District Water Storage Tank** – discussion of merits of maintaining the current tank versus taking the tank out of service when the new water storage tank is constructed in the Town of Sheridan. It was estimated that to replace the tank would cost approximately \$500,000 versus removing the tank cost of \$50,000.

**New Business**

1. MOVED by Hazelton, SECONDED by R. Purol to approve the 2020 NCCWD Budget as presented and amended to increase Contractual O&M provided by CBI Water Works to \$20,000.  
*Unanimously Carried*
2. MOVED by Walker, SECONDED by Warren to authorize an RFP for Financial Services to manage the EFC WIIA Grant of \$3million, RFP to be distributed by County Finance Department.  
*Unanimously Carried*
3. MOVED by R. Purol, SECONDED by Hazelton to set the rate of cost of water sold by the District for FY 2020 at \$4.67/1,000 gallons. Municipalities to be notified per Water Purchase/Supply Agreement dated 11/17/2015, paragraph 5 – notice to all purchasers by August).  
*Unanimously Carried*

**Reports**

1. Financial Report and Administrative Update – Kathy Tampio

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

Prepared by Kathy Tampio

7/18/2019

**CAPITAL PROJECT EXPENSE**

VENDOR	Contract Amount	Expense to date	DESCRIPTION	EXPENSE PENDING
CPL-3RD amended	\$ 1,372,902.00	\$ 907,658.00	Professional Services - Engineering	
Chaut. County Engineer		\$ 19,570.93	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		\$ 117.90	Legal Ads- Map & Plan amendment	
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	\$ 666,755.70	Contract 8 - Sheridan Water Main const.	
Contract 5 - DJM	\$ 521,000.00		Contract 5 - meter vaults const.	
<b>TOTAL CAPITAL EXPENSE TO DATE</b>		<b>\$ 1,973,416.45</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	Expense	\$ 271,537.77	Water Purchases - City of Dunkirk
To Date	Revenue	\$ 189,947.58	CBI Water Works

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

- Contract 5 – Meter Vaults – pre-construction meeting held 7/9/19 with contractor DJM. Five meter vaults to be installed, construction to begin in a couple of weeks starting with the first vault on Route 5 by Athenex. Construction of all vaults to be completed by end of September. Discussion of when to bring water main along route 5 on-line when vaults are in place.
- Contract 8 – essentially complete except for some customer connections and restoration.
- Phase II construction projects design in progress, to be bid in winter months. Phase II includes Middle Road Pump Station improvements, new Water Storage Tank on Miller Road in Sheridan and water main to Sheridan Tank.

**Discussion/Other –**

- Discussion of CBI Water Works cash flow issues. Request for a meeting with County personnel to discuss financial issues.
- Possible District boundary extension to add new customers along Sheridan water transmission main to new Water Storage Tank.

MOVED to Adjourn by Hazelton, SECONDED by R. Purol  
***Unanimously Carried***

The meeting ended at 5:43 p.m.

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

- Next meeting – August, 2019, date to be determined

*Minutes approved by unanimous board action 8/22/2019*