

**Minutes**

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, August 22, 2019, 4:00 p.m.

Fireside Manor Restaurant

5377 W. Lake Road, Dunkirk, NY 14048

---

Vice -Chairman Schrantz called the meeting to order at 4:10 p.m.

The roll was called and a quorum was present.

**Members Present:** Richard Purol, Dan Schrantz, Dave Hazelton, Brian Purol, John Walker,

**Members Absent:** Richard Frost, Don Steger, Terry Niebel, Jay Warren

**Others:** Kathy Tampio, Seth Krull (CPL), Juan Pagan, Tom Wik, Glenn Reed, Nate Aldrich

---

MOVED by B. Purol, SECONDED by Walker, the minutes of 7/18/2019 were approved as presented by unanimous vote.

**Privilege of the Floor**

- Glenn Reed – re: when will water service connections be activated on Route 5 in Sheridan and what will be the cost?

**Communications**

1. Empire State Development - \$1 million Grant Disbursement Agreement received by County Executive Borrello and copied to K. Tampio. GDA to be signed and required documents attached prior to grant funds disbursement.
2. Discussion with Seth Krull (CPL) re: Sheridan Tank property acquisition

**Old Business**

1. **Fredonia Interconnections** – Fredonia Mayor to set up a meeting between Village Board members, engineering consultant and NCCWD officials and engineers to discuss details of interconnections. Mayor to forward copy of the Village’s current agreement with the City of Dunkirk for their emergency water interconnection.
2. **Amendment to the Water Purchase/Supply Agreement with the City of Dunkirk** – Kathy Tampio reiterated 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 committee agenda and council agenda that representatives of the NCCWD be in attendance to support the amendment and answer any questions.

3. **RFP** – Financial Services for EFC \$3 million grant – the RFP was issued by Chautauqua County Department of Finance and one proposal was received from Rockfleet Financial Services, Inc. based in New York City at a cost of \$400/hour. Board requested that K. Tampio inquire reason for only one response.

**New Business**

1. MOVED by R. Purol, SECONDED by Walker to approve payment request #3 from 716 Site Contracting, Inc for Contract 8 Route 5 Water Main North in the amount of \$611,373.80 less 5% retainage of \$30,568.69 for a payout of \$580,805.11.  
*Unanimously Carried*
2. MOVED by R. Purol, SECONDED by Walker to approve payment of CPL invoice #63709 for Professional Services in the amount of \$67,250.00 and invoice #63716 for Professional Services in the amount of \$37,584.00.  
*Unanimously Carried*
3. MOVED by Hazelton, SECONDED by B. Purol to authorize Chairman Steger to execute an agreement with the Town of Dunkirk to provide a payment of \$271,000.00 for the “Dunkirk Contribution” as listed in the Map & Plan dated 3/27/2019, adopted by the Chautauqua County Legislature Resolution #82-19 that provides for the NCCWD to pay for the up-sizing of 7,500 linear feet of 12 inch water main along Roberts Road in order to accommodate flows to the Town of Sheridan and the East Side Fredonia Interconnect.  
*Unanimously Carried*

**Reports**

1. Financial Report and Administrative Update – Kathy Tampio

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

Prepared by Kathy Tampio

8/20/2019

**CAPITAL PROJECT EXPENSE**

VENDOR	Contract Amount	Expense to date	DESCRIPTION
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

EXPENSE PENDING
\$ 104,834.00

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		\$ 273,850.07	Capital Lease - EFC Loan Debt Service	
Contract 8 - 716	\$ 1,367,675.00	\$ 666,755.70	Contract 8 - Sheridan Water Main const.	\$ 580,805.11
Contract 5 - DJM	\$ 521,000.00		Contract 5 - meter vaults const.	
Dunkirk Upsizing	\$ 271,000.00			\$ 271,000.00
ESD GDA Fee				\$ 10,394.19
<b>TOTAL CAPITAL EXPENSE TO DATE</b>		<b>\$ 1,997,961.43</b>		<b>\$ 967,033.30</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	\$ 391,529.04	Water Purchases - City of Dunkirk
To Date	Revenue	\$ 189,947.58	CBI Water Works
Outstanding Revenue	CBI Water Works	\$ 165,257.29	1st quarter 2019
		\$ 156,963.37	2nd quarter 2019
		\$ 322,220.66	Total to Date

**Status of Capital Project Grants:** (all reimbursement grants upon project completions)

1. ESD (West side – Phase I) – \$1,000,000 - Grant Disbursement Agreement in execution stage and will be followed by disbursement request. A grant fee of \$10,394.19 will be required by ESD.
2. ESD (East Side – Phase II) – \$1,000,000 - Grant Disbursement Agreement cannot be developed until construction completed.
3. NY Dormitory Authority SAM grant - \$100,000 – in final Agreement development at State level
4. EFC WIIA - \$3,000,000 – preliminary documents have been prepared and provided to EFC. Reimbursement funding – after construction complete.
5. DOCCS - \$1,600,000 – NYS Department of Corrections grant for “Brocton” project pending.

**Interim Project Financing:**

- Financial report indicates that \$3,000,000 interim financing limit provided for the capital project by Chautauqua County has been exhausted. A meeting with County finance staff will be coordinated by K. Tampio to explore options for additional interim financing.

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

- 5 Meter Vaults – Contract 5. Construction by DJM to begin after Labor Day. The Athenex location will be first, followed by the Vineyard Drive location. All locations scheduled to be completed by the end of September.
- Discussion continues with City of Dunkirk regarding when to activate the new master meters and change over City water billing to NCCWD.
- Phase II design documents (Sheridan water main, water storage tank, interconnections) are being completed for east side project and on track to be bid this winter. A survey of the tank site on the Town of Sheridan property on Miller Road will be done. Tank as proposed will be a 500,000 gallon ground tank. Discussion of pump station upgrades – pump station is currently property of North County Industrial Water District (NCIWD). Decisions must be made regarding who owns, maintains and operates the pump station in the future.

**Discussion/Other –**

- Other Town construction projects – Town of Dunkirk, Town of Portland
- NCIWD – new water rates begin October 1, 2019
- Water Main Break – Brocton
- Explore devices/strategies to detect water leaks

MOVED to Adjourn by Hazelton, SECONDED by R. Purol

*Unanimously Carried*

The meeting ended at 5:25 p.m.

Respectfully Submitted,

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

- Next meeting – September 19, 2019, 4:00 pm, Fireside

*Minutes approved 9/19/2019*