

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, September 19, 2019, 4:00 p.m.

Fireside Manor Restaurant

5377 W. Lake Road, Dunkirk, NY 14048

Chairman Steger called the meeting to order at 4:05 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, Terry Niebel, Jay Warren

Members Absent: Richard Frost

Others: Kathy Tampio, Seth Krull (CPL), Juan Pagan, Tom Wik, Glenn Reed, Nate Aldrich, Chuck Civileto, Randy Woodbury, Doug Essek, Roger Britz

MOVED by Niebel, SECONDED by R. Purol, the minutes of 8/22/2019 were approved as presented by unanimous vote.

Privilege of the Floor - No one spoke at this time.

Communications – None

Old Business

1. **Fredonia Interconnections** – no new communication from Mayor Landis and Board of Trustees. Trustee Essek reported that the Village passed a resolution to hire an engineer to review the interconnection plans and discuss with CPL. Randy Woodbury reported that the village engineer contacted him regarding the interconnections – Randy expressed his support for the interconnections and related that County Engineer Paul Snyder is very much in support of the connections.
2. **Amendment to the Water Purchase/Supply Agreement with the City of Dunkirk** – no additional communication has been received from Mayor Rosas. Randy Woodbury reported that he is pushing the process and that the City Attorney Morrisroe is working on the amendment.
3. **RFP** – An email communication will be sent by Tampio to Jeff Smith of Municipal Solutions asking the reason why he did not respond to the RFP for Financial Advisor to administer the \$3million EFC WIIA Grant.

New Business

- ESD Grant Disbursement Agreement – executed and mailed to ESD for phase 1 (West side project) \$1 million grant
- Town of Dunkirk Upsizing Agreement for Roberts Road water main ready for execution of Supervisor Purol and Chairman Steger. Executed agreement will be entered into County Contract system and payment process will be initiated.
- County Resolution to continue interim funding of Capital Project – resolution has been prefiled for action by the County Legislature on 9/25/19.
- MOVED by Steger, SECONDED by Niebel to authorize payment of CBI Water Works Invoice 1-2018 in the amount of \$71.47 for O&M charges – Rte 5 Pump Station gas service. *Unanimously Carried*
- MOVED by Steger, SECONDED by Walker to authorize payment of CBI Water Works O&M Invoices:
 - 2-2019 in the amount of \$7,128.58 for – Rte. 5 Pump Station electric
 - 3-2019 in the amount of \$480.32 for Rte. 5 Pump Station gas service
 - 4-2019 in the amount of \$226.46 for Rte. 5 Pump Station electric
 - 5-2019 in the amount of \$1,490.09 for Rte. 5 Pump Station supplies*Unanimously Carried*

Reports

1. Financial Report and Administrative Update – Kathy Tampio

NORTH CHAUTAUQUA COUNTY WATER DISTRICT - Financial Report

Prepared by Kathy Tampio

9/17/2019

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
Chaut. County		\$ 913.90	Map & Plan amendment printing
Chaut. County		\$ 5,797.73	Map & Plan amendment mailing postage

EXPENSE PENDING
\$ 104,834.00

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	\$ 1,278,129.50	Contract 8 - Sheridan Water Main const.
Contract 5 - DJM	\$ 521,000.00		Contract 5 - meter vaults const.
Dunkirk Upsizing	\$ 271,000.00		
ESD GDA Fee	\$ 10,394.19		
TOTAL CAPITAL EXPENSE TO DATE		\$ 2,609,335.23	

\$ 271,000.00
\$ 10,394.19
\$ 386,228.19

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

NCCWD 2019 OPERATING BUDGET			
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 has been executed and will be followed by disbursement request.
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 WIA - \$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:

A meeting with NCCWD Board members, County finance and legal staff was held on 9/9/2019 to explore options for additional interim financing. A resolution was developed to

increase county interim funding to \$4 million until 12/31/2020. The resolution was discussed and supported in the Legislature Audit & Control Committee and will come before the Legislature for approval on 9/25/2019. The issue of short term financing will be revisited early 2020 to discuss the need to issue a BAN to pay for remaining capital project construction costs. When the project is completed, grant funding will be received and long-term bonding will take place.

2. Capital Project Construction Update – Seth Krull, CPL

- Phase I contract – remaining restoration for a few properties in process to complete contract.
- Phase II contracts –
 - CPL working on final designs and approvals for transmission main, pump station upgrade and Sheridan 500,000 gallon water storage tank. Elevation of the tank will be the same as the Brocton Tank and the Fredonia Reservoir. The tank is designed with sufficient size and storage for current and future demand.
 - Contract 5 – Meter Vaults – 5 vaults to be installed beginning with Athenex location and Vineyard Drive by pump station. “Turn on” will be coordinated with City of Dunkirk.
- Town Contracts –
 - Dunkirk upsizing project will initiate when NCCWD funds received.
 - Portland – Webster Road contractor starting 9/30/19 to be completed this year.
 - Portland – water main replacement in Van Buren By area and along waterfront – progressing, many easements required
 - Sheridan – Map & Plan approval for extension of town water district in process that will enable new customers on Route 5 to hook up and receive water from the NCCWD main.

MOVED to Adjourn by Walker, SECONDED by Niebel
Unanimously Carried

The meeting ended at 5:00 p.m.

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

- Next meeting – October 17, 2019, 4:00 pm, Fireside

Minutes Approved 10/17/2019