

Minutes

NORTH CHAUTAUQUA COUNTY WATER DISTRICT BOARD

Thursday, September 9, 2021, 4:00 p.m.

Fireside Manor Restaurant, 5377 W. Lake Road, Dunkirk, NY 14048

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

The roll was called and a quorum was present.

Members Present: Dan Pacos, Richard Purol, Dave Hazelton, Art Miller, Brian Purol, Terry Niebel, John Walker

Members Absent: Dan Schrantz, Jay Warren

Others: Kathy Tampio, Juan Pagon, Tom Wik, Dale Carlson, Rich Lewis, Jim Crowell

MOVED by Hazelton, SECONDED by Pacos, the minutes of 8/12/2021 were approved as presented by unanimous vote.

Privilege of the Floor

Dave Hazelton: Re: discussion of the need for an improved notification system for town clerks, fire departments, hospitals, schools, residents, etc. for water emergencies. Terry Niebel to discuss with County Emergency Services at the Legislature Public Safety Committee.

Dick Purol: Re: letter received from a resident with question – “Who do we notify when we have water problems?” Walker answer – call the CBI Water Works phone number.

Communications

1. Letter – NYS DOH – Approval of Plans and Specifications

Unfinished Business

1. City of Dunkirk Water Rate Audit – no new correspondence from City of Dunkirk.

New Business

1. MOVED by Miller, SECONDED by Walker, that payment is authorized for Municipal Solutions Invoice Number 16204 in the amended amount of \$2,442.40 pursuant to Contract No. 20-39-01.

Unanimously Carried

2. MOVED by Niebel, SECONDED by B. Purol, that payment is authorized for Municipal Solutions Invoice Number 16205 in the amount of \$1,716.80 pursuant to Contract No. 21-39-02.

Unanimously Carried

3. MOVED by Pacos, SECONDED by Niebel, that payment is authorized for payment of City of Dunkirk Water Bills pursuant to Contract #18-39-04 as listed;
 - Invoice #2432-20, Greenhurst & Franklin Master Meter - \$1,792.14
 - Invoice #2433-20, Roberts Rd & Urban Rd Master Meter - \$40,598.04

Unanimously Carried

4. MOVED by Pacos, SECONDED by Walker, that the NCCWD supports an application for funding to Chautauqua County through the American Rescue Plan Act for the rehabilitation and repair of the Water Storage Tank of the North County Industrial Water District at an estimated cost of \$863,000 to maintain this essential water infrastructure that provides water for several industries for use in production and for fire suppression requirements.

Unanimously Carried

Reports

- Financial Report and Administrative Update – Kathy Tampio –(Hard copy Capital Report and 2021 Budget Year to Date Report provided to Board members and placed on file)
 - DOCCS funding update – NYS Assemblyman Goodell contacted the State Comptroller office. A contract amendment to revise the scope of the capital project is required for funding to be authorized. He coordinated with Seth Krull to develop the amendment.
 - CBI Water Works LGE Grant through the NYS Department of State – NYS Senator Borrello will communicate with Kyle Wilbur to determine status of release of grant funds.

- Capital Project Construction Update – Seth Krull report attached

Discussions:

Dan Pacos – re: revisit possibility of additional water supplier - Village of Fredonia

Hazelton – re: City of Dunkirk water leak issues, review of contract between CBI Water Works and NCCWD, request quarterly reports from CBI Water Works

Dale Carlson – re: CBI Water Works and request to NYS Comptroller to review CBI Water Works IMA

Eric Wies – re: Leak Detection System – potential for ARPA funding cost sharing among the CBI municipalities.

MOVED to Adjourn by Hazelton, SECONDED by Walker
Unanimously Carried

The meeting ended at 5:07 p.m.

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

- Next meeting – October 14, 2021, 4:00 pm, Location TBA

Approved 10/14/2021

NORTH CHAUTAUQUA COUNTY WATER DISTRICT - Financial Report

Prepared by Kathy Tampio

9/9/2021

CAPITAL PROJECT EXPENSE

VENDOR	Contract Amount	Expense to date	DESCRIPTION
CPL-3RD amended	\$ 1,372,902.00	\$ 1,194,706.00	Professional Services - Engineering
Chaut. County Engineer		\$ 23,727.99	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		\$ 580.55	Base permit fees
National Grid		\$ 3,800.00	Permit Fee
ESD GDA Fee		\$ 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
Observer/P-J		\$ 83.25	Legal Ads-RFP Tree Clearing
Observer/P-J		\$ 92.34	Legal Ads-BIDS Phase II
Brocton Village		\$ 63,560.25	Capital Project Overrun Reimbursement
Brocton Village	Removed - Capitalized expense		Capital Lease - EFC Loan Debt Service
Municipal Sol.	\$ 30,000.00	\$ 9,647.02	Financial Services - EFC Grant
Municipal Sol.	\$ 10,000.00	\$ 5,594.40	Financial Services - ESD Grants
Contract 8 - 716	\$ 1,367,675.00	\$ 1,359,161.00	Contract 8 - Sheridan Water Main const.
Contract 5 - DJM	\$ 531,000.00	\$ 528,600.00	Contract 5 - meter vaults const.
Contract - Legend	\$ 5,850.00	\$ 5,850.00	Tree clearing & culvert - tank property
Contract - S. St. George	\$ 1,552,685.00		Contract - water main & interconnects
Contract - H&K	\$ 1,379,400.00		Contract - Water Storage Tank
Contract - St. George	\$ 520,155.00		Contract - Pump Station
Contract - BECC	\$ 23,000.00		Contract - Pump Station electric
Dunkirk Upsizing	\$ 271,000.00	\$ 271,000.00	
ESD GDA Fee	\$ 10,384.19	\$ 10,384.19	
TOTAL CAPITAL EXPENSE TO DATE		\$ 3,539,833.47	

remaining contract expense
\$ 178,196.00

add this period \$2,300.40
add this period \$4,247.60

Paid in Full - Closed
Paid in full - closed
Paid in Full - Closed

County Interim funding - Capital - CC RES 11-21 extended up to \$4mil to 12/31/2021

\$ 3,539,833.47 Total expense
\$ 460,166.53 Remaining

REVENUE REC'D \$ 100,000.00 DASNY SAM GRANT 6990

NCCWD 2021 OPERATING BUDGET		8310	9/9/2021
BUDGET		EXPENSE YTD	
\$ 4,280.00	.1 base pay	\$ 2,911.34	Payroll Allocation-Admin
\$ 1,096,000.00	.4 contractors	\$ 433,004.37	City Dunkirk Water & CBI O&M
\$ 211,681.00		\$ 127,393.20	depreciation of assets
\$ 2,446.00	.5 Indirect Cost	\$ 2,445.36	Ins. & Indirect Dept. costs
\$ 2,836.00	.8 Benefits	\$ 1,997.73	Payroll Allocation-Admin
\$ 1,317,243.00	TOTAL EXPENSE	\$ 567,752.00	
\$ 1,401,000.00	Revenue	\$ 336,713.18	Water Charges (booked, not received)
\$ 132,000.00	Revenue	\$ -	Misc Revenue - Asset Value vs Debt
\$ 1,533,000.00	TOTAL REVENUE	\$ 336,713.18	
\$ 215,757.00	OVER/(UNDER)	\$ (231,038.82)	

9730

\$ 48,526.00	.7 Interest	\$ 48,525.71	Debt Interest
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2020 Expense Accrual	\$ 113,000.00	City Water Charges
2020 Expense Accrual	\$ 7,088.00	CBI O&M Charges
2020 Revenue Accrual	\$ 147,818.00	CBI Water Purchase

NCCWD CAPITAL PROJECTS UPDATE

PROJECT: VARIOUS PROJECTS
DATE: SEPTEMBER 9, 2021 4:00 PM

Below is update on various projects that CPL is involved with.

1. NCCWD Phase 2 Improvements
 - a. For watermain contract 16 easements are being sought. To date, none have been signed and returned to Attorney Jeff Passafaro. Assistance from Town Supervisors is needed. CPL to follow up with involved parties.
 - b. Pre-construction meetings held August 10, 2021.
 - c. **Construction schedule:**
 - i. **Watermain – Contractor obtaining delivery date from supplier. Market instability for plastic pipe. Could be several weeks or months before pipe is delivered. Contractor to update CPL and NCCWD.**
 - ii. **Storage Tank – site work underway. Tank foundation and walls to be completed in 2021. Tank road, testing, filling, and placing into service to be in spring 2022.**
 - iii. **Pump Station – shop drawing process underway. Will take 4-6 months to fabricate. Anticipate being delivered to site, installed and operational spring 2022.**
2. Village of Brocton
 - a. December 2020 request to NYS Department of Corrections for remaining financial assistance amount of \$1,472,000. **Conference call held recently with regional officials who have contacted DOCCS. DOCCS has asked for amendment noting changes from prior agreement. Draft amendment being prepared.**
3. Town of Dunkirk, Bennett Road Phase 2 Watermain Replacement
 - a. Project completed. Contractor to touch up lawns in fall 2021.
4. Town of Portland, Water District 2 Van Buren Point
 - a. Preliminary design complete.
 - b. Town coordinating with property owners for easements. Public Meeting to be held for easements October 2021.
 - c. Anticipate construction 2022.
5. Town of Pomfret Van Buren Bay Water Improvements
 - a. Preliminary design underway. Anticipated many easements will be sought.
 - b. Anticipate construction 2022.
6. Town of Dunkirk Van Buren Bay Water Improvements
 - a. Town is progressing through early approval stages with Rural Development.