

REGULAR MEETING MINUTES of the North Chautauqua County Water District Board held at 4:00 P.M. August 13, 2026, Town of Dunkirk Town Hall, 4737 Willow Road, Dunkirk, N.Y. 14048

PRESENT:

Dan Pacos
 Craig Miller
 Rich Lewis
 John Penhollow
 Richard Lascola
 Dave Hazelton
 Bob Bankoski
 Bob Scudder

ABSENT:

Steve Roach, Shari Miller, Brian Purol

OTHERS:

Allison Vento, Loren Laurito, Natalie Whiteman, Pierre Chagnon, Randy Woodbury

Chairman Pacos called the meeting to order at 4:00P.M. and lead with the Pledge of Allegiance.

Privilege of the Floor

- Dave Hazelton addressed the board regarding the draft contract given to the Village of Fredonia as a purchaser of water from the North Chaut. County Water District. Administrator Vento stated the contract is very similar to the contracts already in place with our two other customers, CBI and Brocton Portland Water System. There were two items the Village wanted added to the contract, the district will supply water as long as there is a contract with the City of Dunkirk and rate language.

New Business

- DULY MOVED by Craig Miller, SECONDED by Bob Scudder to approve the July 9, 2026 Meeting Minutes. The motion carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by Bob Bankoski to approve the following invoices with one addition to CPL, invoice#119885 in the amount of \$7,326. The motion carried unanimously.

Vendor	Invoice #	Amount
CPL	119037	\$8,172.00
Tabner Ryan & Keniry	19312	\$559.00
Town of Portland	2026-01 (Insurance)	\$959.00
City of Dunkirk	4/27/26-7/29/26 Brigham Rd.	\$57.97
City of Dunkirk	4/27/26-7/29/26 LSDE	\$32,963.85
City of Dunkirk	4/27/26-7/29/26 Vineyard Dr.	\$2,034.22
City of Dunkirk	4/27/26-7/29/26 Willow Rd.	\$167,754.64
City of Dunkirk	4/27/26-7/29/26 LSDW	\$69,448.06
City of Dunkirk	4/27/26-7/29/26 Stegelski-Refresco	\$5,201.49
Ti-Sales	0185632	\$6,450.00

Spectrum	2533287018080126	\$120.00
Village of Brocton	7/1/26-7/31/26 Electric	\$6.30

Chairman Reports

- Supervisor Pacos reviewed the financial statements with the board.
- DULY MOVED by Bob Bankoski, SECONDED by Bob Scudder to accept the North County Chlorine Booster Improvements award to American Contracting & Environmental Services, Inc. in an amount not to exceed \$410,800.00. The motion carried unanimously.

CBI Water Works

-None

Brocton-Portland Water System

-None

Administrative Director Report

- The District applied for SECURE grants for the new guidelines being implemented by NYS for cybersecurity to water and waste water systems. The District was notified they were awarded both grants applied for, assessment of up to \$70,000 and implementation, up to \$70,000.00.
- The Master Meter bid has not been advertised. CPL is currently working on number and placement of meters to isolate each municipality in the district.
- Mary Chappell, Municipal Solutions, has drafted a response to DOCCS regarding their latest memo of questions. Village of Brocton, the District, and Municipal Solutions are working to settle this matter.
- The tank inspection in Portland has been completed. The tank received a great review on its current condition. There were three recommendations given:
 - 1). Continue to monitor concrete cracks for changes in width, length, or evidence of water infiltration. Perform next interior inspection and cleaning within three to five years.
 - 2). Evaluate the need for Active Mixing-AWWA recognizes active mixing as a best practice to eliminate thermal and chemical stratification to prevent water quality degradation and damaging ice buildup.
 - 3). Security and Safety Improvement-Consider replacing the existing ladder safety cage with a lockable aluminum ladder guard to improve security and help prevent unauthorized access to the roof and potable water storage facility.
- The county has moved their contract for water testing from Microbac to Pace Analytical Services, LLC. This contract will begin on January 1, 2027 and terminate on December 31, 2029.

DULY MOVED by Rich Lewis, SECONDED by Bob Bankoski to adjourn the meeting at 4:32 P.M. The motion carried unanimously.

Respectfully Submitted,
Allison Vento
Administrative Director, North Chautauqua County Water & Sewer Districts