

REGULAR MEETING MINUTES of the North Chautauqua County Water District Board held at 4:00 P.M. July 10, 2025, Town of Dunkirk Town Hall, 4737 Willow Road, Dunkirk, N.Y. 14048

PRESENT: Dan Pacos
Richard Lewis
Craig Miller
Brian Purol
Bob Bankoski
David Hazelton
Tom Wik

ABSENT: John Penhollow, Terry Niebel, Richard Lascola

OTHERS: Allison Vento, Loren Laurito, Juan Pagan,

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

Privilege of the Floor

Unfinished Business

- DOCCS funds – Waiting on the documentation requested from DOCCS from Municipal Solutions.
- Rural Water- Loren Laurito updated the board stating Rural Water came down and suggested to continue with meter replacements to help isolate where the issues might be. They also suggested creating a Standing Operation Procedure for water testing and meter replacement for the district.
- The floors at the Rt. 5 pump station were never completed in the project because of the specs not specified in the bidding documents, the contractor did not close the openings in the floor.

New Business

- DULY MOVED by Richard Lewis, SECONDED by Bob Bankoski to approve the June 12, 2025 Meeting Minutes. The motion carried unanimously.
- DULY MOVED by Bob Bankoski, SECONDED by Craig Miller to approve the following invoices. The motion carried unanimously.

Vendor	Invoice #	Amount
Tabner Ryan & Keniry, LLP	16020	\$325.00
CBI	32130	\$130.26
CBI	2025-9 March & April /National Grid	\$8,019.42
CBI	2025-7 Feb. Plowing/ Lakeside Lawncare	\$1,450.00
CBI	2025-8 March Electric/V. of Brocton	\$59.83
Microbac	F25003128	\$412.00
Microbac	F25003775	\$211.00

Chairman Reports

- Chairman Pacos reviewed the financial reports with the board and stated they are in agreeance with the CBI books.
- The board discussed the Plant IQ quote. There are some follow up questions Administrative Director Vento will follow through on and report back to the board.

CBI Water Works

-No report

Brocton-Portland Water System

-No report

Administrative Director Report

- The County Legislature will have to approve a resolution to approve the board to use Brocton Portland Water System for mowing and plowing at the pump station and water tank within the Town of Portland. These will be submitted for approval for the August Legislature Meeting.
- There is a budget meeting scheduled for July 15th at 8:30 with the Deputy Director of Finance. A draft budget will be presented to the board at the August Meeting.

DULY MOVED by Richard Lewis, SECONDED by Craig Miller to adjourn the meeting at 4:33 P.M. The motion carried unanimously.

Respectfully Submitted,

Allison Vento
Administrative Director
North Chautauqua Water & Sewer Districts