

REGULAR MEETING MINUTES of the North Chautauqua County Water District Board held at 4:00 P.M. June 12, 2025, Town of Dunkirk Town Hall, 4737 Willow Road, Dunkirk, N.Y. 14048

PRESENT: Dan Pacos
Richard Lewis
Richard Lascola
Craig Miller
Brian Purol
Bob Bankoski
David Hazelton
Tom Wik
Jean Crane- Representative for Priscilla Penfold

ABSENT: Priscilla Penfold, John Penhollow, Terry Niebel

OTHERS: Allison Vento, Loren Laurito, Natalie Whiteman, Juan Pagan,
Jon Espersen

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 – Eric Weis sent an update stating he reached out to Municipal Solutions for the information DOCCS has requested. This information will be sent to Administrative Director Vento to pass along to receive the reimbursement from the State.
- Rural Water- Loren Laurito updated the board stating Rural Water is coming at the end of June to conduct its leak detection tests. It will also work with Brocton Portland Water System.

New Business

- DULY MOVED by Craig Miller, SECONDED by Bob Bankoski to approve the May 8, 2025 Meeting Minutes. The motion carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by Bob Bankoski to approve the payment to Tabner Ryan & Keniry, LLP, invoice # 15725 in the amount of \$1,131.00. The motion carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by Bob Bankoski to approve the payment to LaBella, invoice # 264466, in the amount of \$14,394.56. The motion carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by Brian Purol to approve the payment to Village of Brocton for electrical service from 4/1/25-4/30/25 in the amount of \$47.64. The motion carried unanimously.
- DULY MOVED by Craig Miller, SECONDED by David Hazelton to approve the payments to Chautauqua County Health Department, invoices NC-25-00 in the amount of \$220.00 and BP-25-001 in the amount of \$120.00. The motion carried unanimously.

- DULY MOVED by David Hazelton, SECONDED by Brian Pural to approve the payment to Brocton Portland Water System, invoice #2025602, in the amount of \$500.00. The motion carried unanimously.
- DULY MOVED by Tom Wik, SECONDED by David Hazelton to approve the payment to Town of Portland, invoice #53025, in the amount of \$839.00. The motion carried unanimously.
- DULY MOVED by Craig Miller, SECONDED by Bob Bankoski to approve the payment to City of Dunkirk for invoice #2433-25-19 Roberts Rd. & Urban in the amount of \$71,961.85 and invoice #2432-25-18 Greenhurst & Franklin in the amount of \$332.01. The motion carried unanimously.
- DULY MOVED by Dan Pacos, SECONDED by Rich Lewis to authorize elected officials and the Industrial Water and Sewer District members of the North Chautauqua County Water District board to allow representation of an alternate individual to attend a meeting in the event of an absence, with full voting rights. The motion was carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by Bob Bankoski to authorize the Town of Sheridan to provide mowing at the Miller Rd. Tank. The motion carried unanimously.

Chairman Reports

- Chairman Pacos reviewed the financial reports with the board. CBI has submitted payment for invoice numbers 2024-7 and 2024-10 totaling \$562,602.60. All invoices from 2024 have now been paid to the NCCWD.
- The LaBella study conducted on the Village of Fredonia Water Plant has not been submitted to the board with all the attachments stated in the preliminary report. Natalie Whiteman, County Health Department, stated she has this report and will send the report to Administrative Director Vento to share with the board. Jon Esperson, Village of Fredonia Trustee, was in attendance and stated the Village will not be making a decision based on the report presented on May 27, 2025 until the SEQR is completed. The Village is also waiting to hear from SUNY Fredonia on the report of volume in the reservoir. This report will help LaBella with establishing a cost to dredge the reservoir.

CBI Water Works

- The vacancy of the full time billing clerk will not be filled. The Town of Pomfret Deputy Town Clerk, Robert Hannah, will be assuming the duties, out of the Town of Pomfret Town Hall, for billing its customers. The receiving of payments will remain at the Sheridan Town Hall.
- CBI is raising its rate to its customers. Each municipality will have their own boards adopting and setting this new rate. The new rate the boards are adopting was not stated in the NCCWD meeting.

Brocton-Portland Water System

-No report.

Administrative Director Report

- The internet service at Tenney St. pump station has been re activated. The district has received a quote from Plant IQ for SCADA services. Once reviewed, it will be brought to the board for their consideration.
 - The NCCWD has received an Administrative Order from the Environmental Protection Agency on the service line inventory which was to be completed in October of 2024. An extension request has been made and submitted on Friday, June 6th. The board and municipalities who need to complete their inventory are aware they have a strict deadline to submit their information in order to comply with the deadlines submitted with the request.
 - Administrative Director Vento has gained access to the City of Dunkirk's Neptune 360 program to read the master meters within the district in order to do a quarterly billing which coincides with the CBI billing cycle.
- DULY MOVED by Craig Miller, SECONDED by Rich Lewis to adjourn the meeting at 4:28 P.M. The motion carried unanimously.

Respectfully Submitted,

Allison Vento
Administrative Director
North Chautauqua Water & Sewer Districts