

Portland-Pomfret-Dunkirk Sewer District

P.O. Box 167, Mayville, New York 14757-0167, Phone: (716) 672-8778, Fax (716) 753-7796

May 27, 2025 3:00P.M.

REGULAR MEETING of the Board of Directors for the Portland-Pomfret-Dunkirk Sewer District held at 3:00 P.M. May 27, 2025, at the Shorewood Country Club, 4958 West Lake Rd., Dunkirk, 14048.

Board Members Present:

Don Burdick-Board Chair
Dan Larish- Vice Chair
Donald Swingle
Marlene Webster
John Penhollow

Other Present:

Allison Vento, Admin. Director
Sheila Halloran-New Frontier

Nick Pezzino- Barton & Loguidice

Absent: Sally Kuzon (attended via phone), Joseph Smith, Matt Oehlbeck – Director NCLSD,

Public Comments

-None

Construction Update:

- Nick Pezzino, Barton & Loguidice reported construction has gone very well with positive feedback from the residents. The lining of the man holes will be completed by Genesee Valley in July, with the pump stations to be completed in September after Labor Day. The project is 2/3 complete.
- Nick will provide to the board a project budget update and work update.
- Sheila Halloran, New Frontier, stated she will update the schedule for the work to still be completed.

Chairman Burdick called the Regular Meeting of the Board to order at 3:49 P.M.

Chair Reports

- DULY MOVED by Marlene Webster, SECONDED by Don Swingle, to approve the minutes of the April 15, 2025 meeting. The motion CARRIED unanimously.
- The Board discussed the recent survey completed by Ecostrategies. The results show the current pipe line is not currently within the easement. There was discussion on recommendations from Director Oehlbeck in replacing the entire line. Dan Larish believes only the upper half should be replaced with the lower portion being re-lined. The board additionally discussed the process of potentially going out for Request of Qualifications of Engineers prior to going to bid for the project. Administrative Director Vento stated she has reached out to Matt Zarbo, Square Engineering, about the project and he will be submitting an engineering proposal within the week.
- The board has asked Administrative Director Vento if the county has engineers on staff that may be able to complete the project without having to go out for Request for Qualifications. Mrs. Vento will contact the Purchasing Department and report back to the board.

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- Chairman Burdick has obtained quotes for the generator replacement for the pump stations from Cummins. Cummins does not do the installations but provides the equipment. The board discussed there may be a possibility to just replace the transfer switches which would be compatible with the current generators. The current transfer switches do not have replacement parts as they have become obsolete. The board has also received engineering quotes from two companies to review. Chairman Burdick and Matt Oehlbeck will be meeting with BECC Electric to walk through the pump stations on May 28th at 1:00P.M.
- A MOTION made by Dan Larish, SECONDED by Don Swingle to adjust the sewer bill for customer P04382, Dave Davison, 10095 Patterson Ln., Fredonia, to reflect a usage of 5,000 gallons for the 2/1/25-4/30/25 quarter. The motion CARRIED unanimously.
- Director Oehlbeck updated the board via email stating prior to the paving to be conducted by the Town of Portland, they dug up and raised three manholes. One on Greenwood, one on Taster Lane, and one on Beach Place. They have approximately eight drop in risers to install prior to the paving.
- The board has directed Administrative Director Vento to reach out to Nick Pezzino, Barton & Loguidice on a request made at the April meeting, for the firm to break down the cost between the three sections of the PPD for the cost of the I&I project.

Administrative Director Report

- The following invoices were submitted for payment:

Vendor	Invoice #	Amount
Tabner Ryan & Keniry, LLP	15728	\$1,261.00
Brocton/Portland Water Group	2/13/25-4/28/25	\$65.00
Municipal Solutions	22566	\$1,184.00
Barton & Loguidice	151717	\$11,025.00

- A thorough look was taken on all accounts within the PPD District to determine which accounts have not had an accurate read, have been estimated, or not read in prior years. The information was forwarded to the Brocton Portland Water System and CBI for them to investigate these accounts to give insight as to why, with hopes of new meters being installed to obtain accurate reads for the future.
- The next meeting will be held July 15, 2025 at 3:00P.M. at Portland Town Hall, 87 W. Main St., Brocton, N.Y. 14716

DULY MOVED by Marlene Webster to adjourn the meeting at 4:49 P.M., SECONDED by Don Swingle. The motion CARRIED unanimously.

Respectfully Submitted,

Allison Vento
Administrative Director
North County Water & Sewer Districts