

REGULAR MEETING MINUTES of the North Chautauqua County Water District Board held at 4:00 P.M. November 13, 2025, Town of Dunkirk Town Hall, 4737 Willow Road, Dunkirk, N.Y. 14048

PRESENT: Dan Pacos
Richard Lewis
Brian Purol
Bob Bankoski
Priscilla Penfold
David Hazelton
Tom Wik
John Penhollow
Terry Neibel
Craig Miller

ABSENT: Richard Lascola

OTHERS: Allison Vento, Loren Laurito, Natalie Whiteman,

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

Privilege of the Floor

-None

New Business

- DULY MOVED by Craig Miller, SECONDED by Bob Bankoski to approve the October 9, 2025 Meeting Minutes. The motion carried unanimously.
- DULY MOVED by Rich Lewis, SECONDED by John Penhollow to approve the following invoices. The motion carried unanimously.

Vendor	Invoice #	Amount
Municipal Solutions	23459	\$614.00
Municipal Solutions	23460	\$2,805.60
Tabner Ryan and Keniry	16924	\$351.00
City of Dunkirk	Water Bills 7/16/25-10/16/25	\$250,451.48
Village of Brocton	Electric Bill	\$5.50
Spectrum	253328701110125	\$120.00

Chairman Reports

- The Financial reports were distributed and reviewed by the board.

CBI Water Works

-There was a meeting held with County officials on November 4, 2025 to discuss the outstanding balance owed to the county.

Brocton-Portland Water System

- Supervisor Lewis started a discussion regarding if the WIIA grant monies does not get awarded to the District, if the County would consider approximately .9 miles of pipe to connect with Westfield to help further development.

Administrative Director Report

- The data for the Service Line Inventory was submitted on November 5, 2025. The next deadline is January 6, 2026 to distribute the notices to the homeowners on the status of their water line. Each municipality will take care of sending their notices to their residents as they have access to all addresses and names of property owners through their Assessor's office.
- A meeting was held with the County Executive on November 3, 2025 to ask permission for an Emergency Declaration to bypass the competitive bidding process to address the need to replace the chlorination system at the Industrial District water tank. Executive Wendel did approve this request. The declaration was sent to Engineer, Eric Wies, so the project can move forward.
- County Officials and members of CBI met on November 4, 2025 in regards to the past due balances from CBI. CBI states they believe they are losing money due to the Industrial Water District. The district is going to look at putting in master meters to isolate the district from CBI as well as the replacement for individual meters is underway. There was no resolution to CBI paying down their balance owed to the County.
- Municipal Solutions has submitted documentation to DOCCS for their review for reimbursement to the Village of Brocton.

DULY MOVED by Rich Lewis, SECONDED by Craig Miller to adjourn the meeting at \ 4:27 P.M. The motion carried unanimously.

Respectfully Submitted,

Allison Vento

Administrative Director, North Chautauqua County Water & Sewer Districts