



Chautauqua County
**DEPARTMENT OF PLANNING AND
ECONOMIC DEVELOPMENT**

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Meeting Minutes

Joint Meeting of the
Chautauqua County Sewer Agency and South & Center Chautauqua Lake Sewer
District Board of Directors

IDA Boardroom, BWB Center, 201 West Third Street, Jamestown, NY
September 07, 2017 @ 1:00 pm

Attendees

South & Center Chautauqua Lake Sewer District Board members present:
Chairman L. Spicer, P. Chagnon, S. Carlson, T. Erlandson, K. Rine, J.
Wehrfritz, D. Rowe

Chautauqua County Sewer Agency members present: Chairman P. Chagnon, V.
Horrigan, D. Himeline, S. Carlson, D. Emhardt, J. O'Brian,

Others in attendance - L. Ortman, T. Walsh, V. Horrigan, S. Abdella, B. Boria,
D. McCoy

The meeting was opened at 1:00 PM by Pierre Chagnon, Chairman of the Chautauqua County Sewer Agency by noting that quorums for both the Chautauqua County Sewer Agency and the South & Center Chautauqua Lake Sewer District Board were present today.

1. South & Center Sewer District Extension Report – Chairman Chagnon gave a summary of the September 2017 Sewer District Extension Report by O'Brien & Gere Engineers, Inc. for the Sewer Extension through the Hamlet of Stow for the West Side of Chautauqua Lake, and the report was distributed to all in attendance. There was a brief discussion on how changes in the number of parcels, Equivalent Dwelling Units (EDUs), vacant parcels and future property subdivisions might impact the allocation of the capital, operation & maintenance costs within the proposed district extension. Chautauqua County Attorney, Steve Abdella explained that the Sewer District Extension Report provides a point of reference from which to form the District, and changes, such as the number of EDUs, land use and etc. are expected and are routinely managed by the Sewer District. Chairman Chagnon added that regardless of any changes, the district

extension would be formed with a caveat that construction of the facilities would not proceed unless the annual cost per EDU were less than \$1,000 per year.

Chairman Chagnon asked Chairman Spicer if the South & Center Chautauqua Lake Sewer District Board would consider a motion to informally approve the Sewer District Extension Report. Chairman Spicer made the motion, Sally Carlson seconded the motion and the motion was approved unanimously by the South & Center Chautauqua Lake Sewer District Board. Chairman Spicer added that a formal resolution to recommend the Sewer District Extension would be considered at the South & Center Chautauqua Lake Sewer District Board meeting in October.

Chairman Chagnon then asked for a motion from the Chautauqua County Sewer Agency to approve and accept the Sewer District Extension Report. Don Emhardt made the motion, Dave Himeline seconded the motion and the motion was approved unanimously by the Chautauqua County Sewer Agency.

2. Legislative Resolution – Chairman Chagnon said that as a result of today’s action by the Chautauqua County Sewer Agency, a resolution to conduct a public hearing on October 25th would be included on the September agenda of the Chautauqua County Legislature. A discussion ensued concerning the timing of the required property owner notifications and making the Sewer District Extension Report available on the Chautauqua County Legislature and Department of Planning & Economic Development websites.
3. Project Updates
 - a. North Chautauqua Lake Sewer District – In the absence of Scott Cummings, Chairman Chagnon noted that the bid results for the structural portion of the WWTP improvement project were lower than expected; however, no bids for the mechanical work were received. The District decided to rebid the mechanical work, and as a result, the bid results were also lower than expected. This means that the project is in good financial shape and construction could begin in October-November.
 - b. Town of Chautauqua Sewer District #1 – Town Supervisor Don Emhardt informed the group that he hoped the \$3.9 million project would be out for bid in mid-November. In addition, the Map, Plan & Reports that examined sewerage the Point Chautauqua and the Shorelands communities presented costs per EDU that were prohibitively expensive. Emhardt added that the Map, Plan and Reports to provide drinking water to those communities also presented costs that were relatively high. He has met with the homeowner groups and discussed the findings of the reports.
 - c. South & Center Chautauqua Lake Sewer Districts – Sewer District Director Tom Walsh noted that he was pleased with today’s actions of the Chautauqua County Sewer Agency and South & Center Chautauqua

Lake Sewer District Board of Directors and was optimistic about the sewer district extension moving forward.

- d. Chautauqua Utility District – In the absence of Tom Cherry, Tom Walsh said the recently completed WWTP plant was running; however, the summer season is over at Chautauqua Institution and the nutrient load is decreasing.
4. Dates and Times for Future Meetings – Chairman Chagnon suggested that the next meeting of the Agency take place after the results of the Consolidated Funding Application process (CFAs) is known, since the funding plan for the South & Center Chautauqua Lake Sewer District Extension is linked to the outcome.
 5. Other/General Discussion
 - a. Additional Advocacy Efforts – Dave McCoy said that he was pleased with the interest in the Coordinated Letter Writing Campaign. Sample letters supporting various Chautauqua Lake sewer projects had been prepared for elected officials, CFA representatives and regulatory partners including the NYSDEC, NYSDOS and NYSDOH and were being widely distributed among Chautauqua Lake stakeholders and organizations. These sample letters are intended to be personalized and sent to the intended recipients by the individual stakeholders.