

# Portland-Pomfret-Dunkirk Sewer District

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Scott Cummings - Director

Administrative Board:  
Michael Mathews-Chairman  
Dan Larish- V. Chairman  
Marlene Webster  
Paula Coats  
Henry Walldorff  
Laura Sarek  
Joseph Carapella

## Portland Pomfret Dunkirk Sewer District Board of Directors

### Minutes – Regular Meeting of October 31, 2017

**MEMBERS PRESENT:** Mike Mathews, Dan Larish, Paula Coats, Laura Sarek, Joe Carpella, Marlene Webster

**MEMBERS ABSENT:** Henry Walldorff

#### NON- MEMBERS

**PRESENT:** Scott Cummings (Director), Kristen Wright (District's County attorney)

**VISITORS:** None

**CALL TO ORDER:** Work Session called to order at: 2:00 pm

Board members looked over the 2018 budget showing a potential shortfall of \$115,528.00. Total expenses of \$388,728.00 and total revenue of \$273,200.00. The board discussed the biggest reason for the shortfall in the budget being the increased cost for waste water treatment having to be paid to the Village of Fredonia over the past few years. Director Cummings indicated to the board that a few years ago the District paid the Village of Fredonia an average of \$100,000 per year for treatment to an anticipated \$180,000 to \$200,000 in 2018. In the past year only \$81,871.00 was collected through the water use charge to pay for sewage treatment to Fredonia. At this time the water use charge is \$5.50 per one thousand gallons. The board discussed needing to increase that charge to \$12.00 per one thousand gallons to cover the cost of waste water treatment to the Village of Fredonia.

The board discussed the need to increase to base charge in the sewer rates to help offset the increase cost for operation and maintenance within the collection system. If no increase were to be made the fund balance within the budget would be in the negative of around \$94,540.00 by

the end of 2018. The board discussed having to increase the three base rate charges from \$112.50 (VBP) \$88.75 (Shore Acres) \$79.00 (The rest of the District) to \$110 (VBP) \$110 (Shore Acres) \$100 (The rest of the District). The board felt this will help balance the budget and increase the fund balance over the next four years.

Motion to end the work session at 3:12 pm was introduced by Dan Larish and seconded by Marlene Webster: Carried

BOARD MEETING CALL TO ORDER: 3:13 pm

Motion was made by Dan Larish to approve the minutes from the previous meeting from July 25<sup>th</sup> 2017 seconded by Laura Sarek. Carried

The board discussed the need to move forward with a rate increase to help balance the budget with the hope that the increase will be enough to cover the expenses of the district for the next four years. After a lengthy discussion of the best way to cover the expenses of the district the board decided way was to move head with a base rate increase and a water usage increase. In this way the user can determine/control their water usage to help lower their sewer charge.

Director Cummings and Attorney Wright will work together to come up with a new agreement that will be agreed upon between the PPDS and the Village of Fredonia for treatment cost to the PPDS.

A motion was made by Dan Larish and seconded by Paula Coats to increase the base sewer rate charge to \$110 (VBP) \$110 (Shore Acres) \$100 ( The rest of the District) and increase the water use charge from \$5.50 per thousand gallons to \$12.00 per thousand gallons. Carried

The board discussed that a public hearing will need to be hold. Tuesday December 12<sup>th</sup> 2017 at 4:00 pm was the date and time pick for the hearing. The place will be in the Town of Dunkirk meeting room on Willow Rd in the Town of Dunkirk. A notice will be put in the Dunkirk Observer Paper. If no changes are made to the new increases after the public hearing the new rate structure will be sent to the County Legislature for their approval at their January Legislative meeting.

A motion was made by Dan Larish and seconded by Paula Coats to have board chairman Mike Mathews sign the updated agreement between the PPDS and the NCLSD for operation, maintenance and administration services for the PPDS. Account Clerk services are not to exceed four of nineteen hours per week.

Motion for adjournment was made by Marlene Webster and was seconded by Laura Sarek at 4:19 pm, Carried

Respectfully Submitted,

Scott Cummings  
Director