



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

July 21, 2021

To: Terrence D. McCracken, Secretary to the Authority *MJC*

From: Michael J. Quinn, Senior Distribution Engineer

Subject: New Service Connection Refund
85 William Street
City of Tonawanda

The following material is attached:

- Blue Authorization Form indicating the requested Board action and approvals needed.
- Copy of New Service Refund Form.

Applicant, Andrew Kornacki, applied and paid for a 1-inch diameter domestic service connection for 85 William Street in the City of Tonawanda, however a blind tap was located and existing service used. Therefore, a service connection fee refund of \$2,300.00 is requested.

MJQ:jmf

cc: K.Prendergast
L.Kowalski
L.Lester
J.Tomaka
S.D'Amico
A.Kirst

ERIE COUNTY WATER AUTHORITY
 AUTHORIZATION FORM
 For Approval/Execution of Documents
 (check which apply)

Contract: _____ **Project No.:** _____
Project Description: 1-inch Domestic Service, 85 William St, City of Tonawanda

Item Description:




Agreement Professional Service Contract Amendment Change Order
 BCD NYSDOT Agreement Contract Documents Addendum
 Recommendation for Award of Contract Recommendation to Reject Bids
 Request for Proposals
 Other Refund Connection Fee

Action Requested:


Board Authorization to Execute Legal Approval
 Board Authorization to Award Execution by the Chairman
 Board Authorization to Advertise for Bids Execution by the Secretary to the Authority
 Board Authorization to Solicit Request for Proposals
 Other Board Approval to Refund Connection Fee

Approvals Needed:

APPROVED AS TO CONTENT:

Sr. Distribution Engineer  Date: 7/21/2021
 Chief Operating Officer _____ Date: _____
 Executive Engineer  Date: 07/22/2021
 Director of Administration _____ Date: _____
 Risk Manager _____ Date: _____
 Chief Financial Officer  Date: 07/21/2021
 Legal _____ Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority  Date: 07/28/21

Remarks: Fee paid for a 1-inch service, found a blind tap and used existing service.

Resolution Date: _____ **Item No:** _____

ERIE COUNTY WATER AUTHORITY

NEW SERVICE REFUNDS

DATE: 7/19/21

TO: BUSINESS OFFICE MANAGER Steve D'Amico
ACCOUNTING DEPARTMENT Joyce Tomaka

FROM: CUSTOMER SERVICE Amy E. Kirst

SUBJECT: REFUND CONNECTION FEE 2300.00
OTHER _____

TO: APPLICANT MAILING ADDRESS:

NAME: Andrew Kornacki
STREET: 39 Lorna Ln.
TOWN: Tonawanda, NY ZIP: 14150

FOR: SERVICE ADDRESS DATE OF APPLICATION 5/26/21
BLDG. NUMBER 85 SVC. INST. NO. 951198
LOT NUMBER _____ RECEIPT NO. 239834
STREET William St. WORK ORDER CONN. LIST NO. 2021-09
TOWN Tonawanda, NY SIZE OF CONNECTION 1"
DATE OF RECEIPT 5/26/21

EXPLANATION:

Applicant paid \$2300.00 for a 1" service but found a blind tap & used existing service.

	<u>DATE</u>	<u>REFUND</u>
PREPARED BY: <u>Amy E. Kirst</u>	<u>7/19/21</u>	AMOUNT _____
AUTHORIZED BY: _____	_____	DATE _____
		CHECK NO. _____
		ITEM NO. _____
		ITEM DATE _____
		PREPARED BY _____

CC: Accounting
Files