



SARATOGA COUNTY WATER AUTHORITY

TIMOTHY SZCZEPANIAK, CHAIRMAN
ED HERNANDEZ, P.E., EXECUTIVE DIRECTOR

260 BUTLER ROAD, GANSEVOORT, NY 12831
TELEPHONE: (518) 761-2058
FACSIMILE: (518) 792-4942
www.saratogacountywaterauthority.com

PHILIP C. BARRETT
MARK E. HAMMOND
ARTHUR J. JOHNSON
THEODORE T. KUSNIERZ, JR.
JOHN E. LAWLER
ROBERT D. WILCOX

SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES WEDNESDAY, DECEMBER 14, 2022 @ 3:30 P.M.

PRESENT: Chairman Tim Szczepaniak, Vice Chairman Robert Wilcox, Treasurer Phil Barrett, Deputy Treasurer Theodore Kusnierz, Supervisor Mark Hammond, and Mr. Art Johnson. Also in attendance: Executive Director Ed Hernandez and General Counsel Mark Schachner, Esq. Absent: Supervisor John Lawler.

Chairman Szczepaniak opened the meeting and welcomed all in attendance.

At this time, Chairman Szczepaniak opened the Public Hearing for 2023 Proposed Water Rates. He inquired if anyone sent any correspondence to the Authority offices regarding the hearing. Secretary Alden stated none had been received. As no members of the public appeared to speak, the Public Hearing was closed at 3:35 p.m.

Chairman Szczepaniak inquired if there were any changes, additions or deletions to the November 16, 2022, meeting minutes. **On a motion by Mr. Johnson and a second by Supervisor Kusnierz the minutes of the November 16, 2022, meeting was adopted. Unanimous (2022-0070)**

Reports:

Operations:

Mr. Hernandez reported average daily water flows for November 2022 were 6.82 mgd. The rolling annual average was 7.64 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of November 30, 2022. Budgeted water revenues through November 30, 2022, were \$6.16 mil. Actual revenues through November 30, 2022, were \$6.65 mil. Budgeted expenses through November 30, 2022, were \$2.03 mil and actual expenses were \$2.25 mil. The next Debt Service payment is due March 1st, 2023, for \$303,106.08 for the 2022 EFC Bond and \$434,021.88 for the 2016 Unrefunded Bond. Cash available for operations after that payment was estimated at \$2.26 mil.

Capital Projects:

Mr. Hernandez reported that he was awaiting the appraisals from the two real estate appraisers and would have that for the January board meeting. There has been no further activity with NYS EFC on the second tank project at Luther Forest currently as well.

Legal:

Attorney Schachner reported there had been very little activity during the month just some minor communications.

Motions & Resolutions:

Motion was made by Mr. Johnson and seconded by Mr. Wilcox to authorize the payment of the monthly vouchers at a cost of \$144,668.62 in operating costs and \$164,999.87 in retainage payments for the Plant Expansion Project. Motion carried unanimously. (2022-0071)

Mr. Hernandez then the Authority's annual requirement to deposit funds into the Renewal and Replacement fund based on the recommendation of the engineer. **Motion was made by Supervisor Hammond and seconded by Mr. Wilcox to authorize a transfer of \$400,000 to the Renewal and Replacement Fund. Motion carried unanimously. (2022-0072)**

At this time, a **motion was made by Supervisor Hammond with a second by Mr. Johnson to set the 2023 Municipal Water rate to \$2.357 per thousand gallons and to set the industrial/commercial water rate to \$3.415 per thousand gallons. Motion carried unanimously. (2022-0073)**

Mr. Hernandez introduced Ken Grey and Jodi Nobile from Marshall & Sterling Insurance Agency who had joined by phone to discuss the 2023 Commercial and Cybersecurity Insurance Proposal. Minor discussion ensued regarding the minor increase in fees for the coming year. They noted that the Authority's experience was a good factor in keeping the rates low. **On a motion by Mr. Johnson and a second by Mr. Wilcox, the Board accepted the 2023 Insurance Proposal at a cost of \$77,759.66. Motion carried unanimously. (2022-0074)**

The next item was a proposed renewal for security/fire alarm monitoring services from Mahoney Notify. Mr. Hernandez stated he was recommending the renewal of services for 2023 with an average increase of 1.35% over 2022 rates for alarm inspection services. **On a motion by Supervisor Hammond and a second by Mr. Johnson the motion carried unanimously. (2022-0075)**

The final item on the agenda was **an authorization to purchase a 2023 Ford F250 from Van Bortel Ford at a cost of \$57,504.00.** Mr. Hernandez indicated delivery would be lengthy so he would like to order it as soon as possible. **On a motion by Supervisor Hammond with a second by Mr. Wilcox the Board authorized the purchase. Motion carried unanimously. (2022-0076)**

New Business:

Mr. Hernandez indicated that he would like to request that the Board consider a credit to the Town of Moreau for an interest fee charged last billing period. Supervisor Kusnierz recused himself at 3:46 p.m. from the meeting and stated he would return once the discussion was complete. Mr. Hernandez indicated the Town was short staffed and missed the payment by the due date. **On a motion by Supervisor Barrett with a second by Mr. Wilcox, the Board agreed to waive the late fee to the Town of Moreau and issue a credit on the next quarter bill. Motion carried unanimously. (2022-0077)**

Mr. Hernandez informed the Board that one of the large pumps at the Raw Water Pump Station had stopped working and would need immediate repair to keep up with summer flows. He indicated a proposal from Rozell Industries for \$26,000 was to bring in a crane to remove the pump, store it at their warehouse and have it inspected by a representative of Goulds Pumps. He also indicated there may be insurance coverage for this mechanical failure. He would inform the Board of the progress at next month's meeting.

Chairman Szczepaniak set the next meeting of the Authority Board for January 25, 2023 at 3:30 p.m. in the Blue meeting room of the Board of Supervisors.

At 3:55 p.m., a motion was made by Supervisor Kusnierz to adjourn to Executive Session for privileged attorney client discussions. A second was made by Mr. Wilcox. Motion carried.

Motion was made by Supervisor Kusnierz with a second by Mr. Johnson to return to open session at 4:10 p.m. During Executive Session at 3:57 p.m. Supervisor Barrett excused himself from the meeting due to other obligations.

With no further business, the meeting was adjourned at 4:15 p.m. by Mr. Johnson with a second by Supervisor Kusnierz. Motion carried and meeting was adjourned.

Respectfully submitted,

Carol A. Alden, Confidential Secretary