



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES WEDNESDAY, JANUARY 25, 2023 @ 3:30 P.M.

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

Vice Chair Wilcox opened the meeting and welcomed all in attendance at 3:38 p.m. He welcomed Michael Mooney to the Authority Board for the new term. Mr. Mooney is the Director for Wilton Water and Sewer Authority.

Mr. Wilcox stated that he had received a communication from Chairman Szczepaniak regarding committee assignments for 2023. He had requested that the Board consider keeping the same roster of assignments as last year with the exception of Mr. Mooney replacing Mr. Arthur Johnson on the various committees. Mr. Wilcox inquired if any members present had an objection to that. No members objected.

Committee Assignments for 2023 are as follows:

Governance – Lawler, Mooney & Szczepaniak
Audit – Hammond, Mooney & Wilcox
Finance – Kusnierz, Mooney & Szczepaniak
Personnel – Barrett, Kusnierz & Hammond
Smart Growth – Mooney, Szczepaniak & Wilcox
Engineering – Kusnierz, Lawler & Szczepaniak
Outreach – Hammond, Szczepaniak & Wilcox

Supervisor Barrett requested to make a motion to nominate the same officer roster as in 2022. Supervisor Kusnierz seconded that motion. The following officer assignments will continue as follows:

Chairman – Mr. Timothy Szczepaniak
Vice Chairman – Mr. Robert Wilcox
Treasurer – Supervisor Phil Barrett

Deputy Treasurer – Supervisor Todd Kusnierz
Secretary – Mrs. Carol Alden

Motion carried unanimously. (2023-0001)

Mr. Wilcox inquired if there were any changes, additions or deletions to the December 14, 2022, meeting minutes. Supervisor Kusnierz had one minor change on page 4, a misspelling of his name. **On a motion by Supervisor Kusnierz and a second by Supervisor Barrett the revised minutes of the December 14, 2022, meeting was adopted. Unanimous (2023-0002)**

Reports:

Operations:

Mr. Hernandez reported average daily water flows for December 2022 were 6.33 mgd. The rolling annual average was 7.61 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of December 31, 2022. Budgeted water revenues through December 31, 2022, were \$7.4 mil. Actual revenues through December 31, 2022, were \$7.79 mil. Budgeted expenses through December 31, 2022, were \$2.44 mil and actual expenses were \$2.76 mil. The next Debt Service payments are due March 1st, 2023, for \$303,106.08 for the 2022 EFC Bond and \$586,896.88 for the 2016 Unrefunded Bond. Cash available for operations after that payment was estimated at \$2.36 mil.

Capital Projects:

Mr. Hernandez reported that he was awaiting further communication from NYS EFC on the funding for the second tank at Luther Forest. The Booster Pump Station is continuing with site location.

Legal:

Attorney Schachner reported he had no legal activity to discuss other than a matter for Executive Session due to privileged attorney client discussions relating to negotiations of a contract.

Motions & Resolutions:

The first motion on the agenda was to approve the following 2022 final budget transfers:

From Salaries & Wages: Contingency to NYS Disability Ins. - \$15

From Prof. Svces: Legal to Misc. Service Contracts - \$13,000

From Computer Equipment to Security - \$2,000

From Equipment Parts: Plant to Fuel - \$3,500

From Plant Repairs & Maintenance to Bank Fees - \$5,000

From Internet Service Provider to Cellular & Data Expense - \$50

On a motion by Supervisor Barrett with a second by Supervisor Kusnierz the listed budget transfers for 2022 were approved. Motion carried unanimously. (2023-0003)

Motion was made by Supervisor Barrett and seconded by Supervisor Kusnierz to authorize the payment of the monthly vouchers at a cost of \$271,338.52 in operating costs and \$53,205.00 in Bond Issuance Costs. Motion carried unanimously. (2023-0004)

At this time, Mr. Hernandez informed the Board that the \$5 mil CD currently at Saratoga National Bank was coming due. He advised the Board that he had gotten renewal rates for another 6-month CD and was requesting that the Board approved reinvestment with Saratoga National Bank at a rate of 4.45%. **Motion was made by Mr. Mooney with a second by Supervisor Barrett to authorize the Executive Director to reinvest the \$5mil with Saratoga National Bank.** Mr. Mooney suggested that the Director should also get a rate for a one-year CD. Mr. Hernandez stated he would do so. **Motion carried unanimously. (2023-0005)**

Mr. Hernandez then directed the Board to a quote from Emerick Associates for the parts needed to repair Pump No. 2 at the Raw Water Pump Station. He also stated a quote from Rozell Industries was presented for the labor portion of the repairs. Total approximate costs to repair were \$50,000. He also noted that he was considering replacing the impellers while the pump was apart so that all parts would be new going into the high demand season.

New Business:

Vice Chairman Wilcox set the next meeting of the Authority Board for February 22, 2023 at 3:30 p.m. in the Blue meeting room of the Board of Supervisors. There will also be a Finance Committee meeting prior to that at 3:15 p.m. to review and approve reports for posting to PARIS. Members of that Committee are Supervisor Kusnierz, Mr. Mooney, and Chairman Szczepaniak.

At 3:52 p.m., a motion was made by Supervisor Barrett to adjourn to Executive Session for privileged attorney client discussions. A second was made by Mr. Mooney. Motion carried.

Motion was made by Supervisor Barrett with a second by Mr. Mooney to return to open session at 4:06 p.m.

With no further business, the meeting was adjourned at 4:07 p.m. with a motion by Supervisor Kusnierz and a second by Mr. Mooney. Motion carried and meeting was adjourned.

**Respectfully Submitted,
Carol A. Alden, Confidential Secretary**