



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES WEDNESDAY, MARCH 29, 2023 @ 3:30 P.M.

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

Chairman Szczepaniak opened the meeting and welcomed all in attendance at 3:30 p.m.

Chairman Szczepaniak inquired if there were any changes, additions or deletions to the February 22, 2023, meeting minutes. Chairman Szczepaniak noted there was one minor change to the draft minutes regarding the section discussing the Neg Dec Resolution. **On a motion by Supervisor Hammond and a second by Mr. Mooney the minutes of the February 22, 2023, meeting was adopted. Unanimous (2023-0013)**

Next item was to **adopt the minutes of the February 22, 2023 Finance Committee meeting minutes. The motion was made by Mr. Mooney with a second by Supervisor Hammond. Motion carried unanimously. (2023-0014)**

Reports:

Operations:

Mr. Hernandez reported average daily water flows for February 2023 were 6.7 mgd. The rolling annual average was 7.67 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of February 28, 2023. Budgeted water revenues through February 28, 2023, were \$627k mil. Actual revenues through February 28, 2023, were \$568k. Budgeted expenses through February 28, 2023, were \$247k and actual expenses were \$220k. The next Debt Service payment is due May 1st, 2023, for \$204,140 for the Saratoga County IDA loan. Cash available for operations after that payment was estimated at \$2.41 mil.

Capital Projects:

Mr. Hernandez reported that he was currently working on gathering a list of documents that had been requested by NYS EFC to proceed with the financing of the second storage tank at Luther Forest. He requested that the Board reestablish an Engineering Committee to review engineering bids when the project was ready to be sent out for proposals. Chairman Szczepaniak inquired if anyone on the board wished to volunteer for that. Mr. Mooney, Supervisor Hammond, and Supervisor Barrett all volunteered for that committee.

Mr. Hernandez also reported that he was currently waiting for title to clear and counsel to schedule a closing for the property located at 25 Underpass Road for the Booster Station project. He noted that there would still need to be a Coordinated Review under SEQRA to proceed as well. He indicated there was no expediency with that project until there was a commitment from Global Foundries to proceed with Fab 8.2.

Legal:

Mr. Schachner commented that Mr. Hernandez had provided an update on the matter of the property closing and that was all they had to report on for the month.

Motions & Resolutions:

Motion was made by Supervisor Hammond and seconded by Supervisor Kusnierz to authorize the payment of the monthly vouchers at a cost of \$145,112.56 in operating costs, along with the debt service payment to the Saratoga county IDA in the amount of \$204,140.00. Motion carried unanimously. (2023-0015)

The next matter on the agenda was the results of the Granular Activated Carbon Bid. **A motion was made by Mr. Wilcox and seconded by Supervisor Hammond to award the contract based on the low bidder.** Mr. Hernandez proceeded to discuss the bids, along with the comparisons between the products that had been previously tested by a potential new supplier. Supervisor Lawler expressed some concerns about possible supply chain issues and requested that Mr. Hernandez pursue references regarding that topic from other customers. Mr. Wilcox expressed concerns regarding the country of origin for one of the suppliers and felt strongly that the Board should be pursuing American made products only. Further discussion ensued with counsel regarding procurement policy. **At this time, Mr. Wilcox withdrew his original motion. A new motion was made by Mr. Wilcox to award the contract for Granular Activated Carbon to Calgon Corporation based upon quality of product, supply history and price. The motion was seconded by Supervisor Hammond. Motion carried unanimously. (2023-0016)**

The next matter was a recommendation by Mr. Hernandez to retain Jacob Fort as a part-time temporary employee until the Chief Operator position was filled. He noted that the search was ongoing, but it was a difficult position to fill due to a limited pool of available candidates. **A motion was made by Mr. Wilcox and a second by Supervisor Hammond to retain Jacob Fort at the hourly rate of \$125 per hour up**

to a maximum of four hours per week on a part-time, temporary basis until the position of Chief Operator had been filled. Motion carried unanimously. (2023-0017)

The next matter was to adopt the 2022 Performance Measurement Report and approve posting it to PARIS. The motion was made by Supervisor Hammond with a second by Mr. Mooney. Motion carried unanimously. (2023-0018)

The final agenda item was a motion made by Mr. Wilcox to accept the 2022 Financial Statements and post to PARIS as recommended by the Audit Committee. The motion was seconded by Mr. Mooney. Motion carried unanimously. (2023-0019)

New Business:

Chairman Szczepaniak set the next meeting of the Authority Board for April 27, 2023 at 3:30 p.m. in the Blue meeting room of the Board of Supervisors. There will also be Personnel Committee meeting prior to that at 3:00 p.m. to continue working on the new Salary Schedule for the Authority. Members of that Committee are Supervisor Barrett, Supervisor Kusnierz, and Supervisor Hammond.

One final item was Mr. Hernandez requested approval to set up another CD with Saratoga National Bank for \$2 million that was currently sitting in the Renewal & Replacement Fund. **On a motion by Supervisor Barrett with a second by Supervisor Hammond, the Board approved the transaction. Motion carried unanimously. (2023-0020)**

With no further business, the meeting was adjourned at 3:56 p.m. with a motion by Supervisor Barrett and a second by Supervisor Kusnierz. Motion carried and meeting was adjourned.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary