



SARATOGA COUNTY WATER AUTHORITY

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

PRESENT: Chairman Szczepaniak, Vice-Chairman Robert Wilcox (arrived at 3:37 p.m.), Treasurer Phil Barrett, Supervisor Mark Hammond, and Mr. Michael Mooney. **Absent:** Deputy Treasurer Theodore Kusnierz and Supervisor John Lawler. **Also in attendance:** Executive Director Ed Hernandez and General Counsel Leah Everhart.

The Chairman 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 October 25, 2023, meeting minutes. **On a motion by Supervisor Hammond and a second by Mr. Mooney the minutes of the October 25, 2023, meeting was adopted. Unanimous (2023-0054)**

Reports:

Operations:

Mr. Hernandez reported average daily water flows for October 2023 were 6.29 mgd. The rolling annual average was 7.93 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of November 30, 2023. Budgeted water revenues through November 30, 2023, were \$5.65 mil. Actual revenues through November 30, 2023, were \$6.03 mil. Budgeted expenses through November 30, 2023, were \$2.26 mil and actual expenses were \$1.79 mil. The next Debt Service payment of \$142,452.50 is due December 1st, 2023 for the Series 2014 Bond and the Series 2021 Refunded Bonds. Cash available for operations after that payment was estimated at \$2.54 mil.

Legal:

Ms. Everhart had only minor comments relating to the 3M/Dupont Class Action Settlement Notices. She reviewed how the Authority could proceed with a possible claim. Mr. Hernandez stated he would pursue the filing of a submission on the website that has been set up for claims.

Motions & Resolutions:

A motion was made by Supervisor Hammond and seconded by Mr. Wilcox to approve the payment of the monthly vouchers at a cost of \$201,892.97 in operating costs and \$6,941.15 in Cordero Drive Project. Motion carried unanimously. (2023-0055)

The next motion was to authorize the upgrade of two water operator trainees to Operator 1 positions and to upgrade salaries to be effective December 11th, 2023. **The motion was made by Supervisor Hammond with a second by Mr. Mooney. Motion carried unanimously. (2023-0056)**

The next motion of the meeting was to authorize the annual transfer as recommended by the Authority's Engineer. **The motion was made by Mr. Wilcox to transfer the recommended \$400,000 to the Renewal and Replacement Fund. Motion was seconded by Supervisor Hammond. Motion carried unanimously. (2023-0057)**

At this time, Mr. Hernandez informed the Board of the need for another pump at the Raw Water Pump Station. He reviewed the quotes he received for a new pump and the installation work required to put in place. Since the pump required is a Gould's pump to work in tandem with the existing equipment, it will be a sole source acquisition. He reviewed the work and any peripheral items that may still be needed to complete the job. Mr. Hernandez anticipated the pump would cost approximately \$120,000 and the installation was quoted by two vendors with the lowest cost of \$14,554.00 from Rozell East. **A motion was made by Supervisor Hammond and seconded by Mr. Mooney to approve an expenditure of up to \$175,000 for the pump, installation, and peripheral items. Motion carried unanimously. (2023-0058)**

The next motion was to set the Public Hearing Date for setting 2024 Water Rates for Wednesday, December 20th at 3:30 p.m. Motion was made by Mr. Mooney with a second by Mr. Wilcox. Motion carried unanimously. (2023-0059)

The next agenda item was to consider renewal of the fire and security alarm contract with Mahoney Notify. Mr. Hernandez stated the new contract had a modest 2% increase. He also stated he was pleased with their response to any issues and would like to recommend renewal of the contract. **The motion was made by Supervisor Hammond with a second by Mr. Wilcox. Motion carried unanimously. (2023-0060)**

The final item on the agenda was to **readopt the following policies as recommended by the Governance Committee: SCWA Code of Ethics, SCWA Whistleblower Policy, and the SCWA Disposition of Real and Personal Property.** Mr. Hernandez stated there were no recommended changes at this time. **Motion was made by Supervisor Hammond with a second by Mr. Wilcox. Motion carried unanimously. (2023-0061)**

Chairman Szczepaniak set the next meeting of the Authority Board for Wednesday, December 20th, 2023 at 3:30 p.m.

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

Respectfully submitted,

Carol A. Alden, Confidential Secretary