



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES WEDNESDAY, DECEMBER 20, 2023 @ 3:30 P.M.

PRESENT: Chairman Szczepaniak, Vice-Chairman Robert Wilcox, Treasurer Phil Barrett, Supervisor Mark Hammond, and Mr. Michael Mooney. **Absent:** Deputy Treasurer Theodore Kusnierz, Supervisor John Lawler, and Supervisor Mark Hammond. **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.

The Chairman opened the Public Hearing for 2024 Water Rates at 3:33 p.m. and asked if there was anyone present wishing to speak. There were no members of the public present to speak. He also inquired if any written comments were received at the Authority offices. Executive Director Hernandez stated there were none. At this time, the Chairman closed the Public Hearing at 3:35 p.m.

Chairman Szczepaniak inquired if there were any changes, additions or deletions to the November 29, 2023, meeting minutes. **On a motion by Mr. Wilcox and a second by Mr. Mooney the minutes of the November 29, 2023, meeting was adopted. Unanimous (2023-0062)**

On a motion by Mr. Mooney and second by Mr. Wilcox, the minutes of the November 29, 2023 Governance Committee minutes were adopted. Unanimously. (2023-0063)

Reports:

Operations:

Mr. Hernandez reported average daily water flows for November 2023 were 5.64 mgd. The rolling annual average was 7.82 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of November 30, 2023. Budgeted water revenues through November 30, 2023, were \$6.27 mil. Actual revenues through November 30, 2023, were \$6.57 mil. Budgeted expenses through November 30, 2023, were \$2.47 mil and actual expenses were \$2.05 mil. The next Debt Service payments are due March 1st, 2024 for the Series 2016 Bond and

the Series 2022 EFC Bonds for a total of \$889,780.15. Cash available for operations after that payment was estimated at \$2.07 mil. Mr. Hernandez discussed the \$5 mil CD that was coming due next month and that new rates would be researched and brought back to the Board in January. Supervisor Barrett asked if Mr. Hernandez could send him the current CD list with rates and due dates.

Legal:

Ms. Everhart had nothing new to report.

Motions & Resolutions:

A motion was made by Mr. Wilcox and seconded by Supervisor Barrett to approve the payment of the monthly vouchers at a cost of \$195,726.06 in operating costs and \$3,960.75 in Cordero Drive Project costs. Motion carried unanimously. (2023-0064)

The next motion was to authorize budgeted 3% raises for all qualified staff. **The motion was made by Mr. Wilcox with a second by Supervisor Barrett. Motion carried unanimously. (2023-0065)**

The next motion of the meeting was to set water rates for 2024. A motion was made by Mr. Mooney with a second by Mr. Wilcox to set the municipal water rate per thousand gallons at \$2.392 and the industrial/commercial rate at \$3.517 per thousand gallons. **The motion was made by Mr. Mooney and seconded by Mr. Wilcox. Motion carried unanimously. (2023-0066)**

The next matter was the proposal from Marshall & Sterling for Commercial and Cyber Liability Coverage for 2024. Mr. Hernandez noted the premiums had risen slightly due to the addition of a building from the plant expansion project and cyber coverage was slightly higher as well. **A motion was made by Mr. Wilcox and seconded by Supervisor Barrett to approve the 2024 Commercial and Cyber Policy Packages for 2024 at a cost of \$83,199.30. Motion carried unanimously. (2023-0067)**

The next motion was to approve a renewal agreement with Aria Filtra, formerly known as Pall Technology, for once-a-year service on the filtration system and for 24/7 tech support at a three-year cost of \$60,708. Motion was made by Supervisor Barrett with a second by Mr. Mooney. Motion carried unanimously. (2023-0068)

The next agenda item was to authorize a few budget transfers to balance this year's budget. The following budget transfers were approved:

- From Chemicals to Equipment Parts: Plant \$10,000
- From Utilities to Plant Repairs & Maint. \$ 5,000
- From Utilities to Residual Solids Removal \$ 5,000
- From Utilities to Water Testing \$ 5,000
- From Contingency to Cellphone/Data \$ 500

The motion was made by Mr. Mooney with a second by Supervisor Barrett. Motion carried unanimously. (2023-0069)

At 3:25 p.m., a motion was made by Mr. Mooney to adjourn to Executive Session for discussion of a personnel matter. Motion was seconded by Mr. Wilcox. Unanimously. (2023-0070)

At 3:35 p.m. a motion was made to return to open session. Motion was made by Mr. Wilcox with a second by Supervisor Barrett. Unanimous. (2023-0071) There was no business resulting from the Executive Session.

Chairman Szczepaniak set the next meeting of the Authority Board for Wednesday, January 24, 2024 at 3:30 p.m. At this time Chairman Szczepaniak thanked all members and staff for their support during his tenure as Chairman this year and for all the work staff had done to run the Authority so well.

With no further business, the meeting was adjourned at 3:45 p.m. with a motion by Mr. Mooney and a second by Mr. Wilcox. Motion carried and meeting was adjourned.

Respectfully Submitted,

Carol Alden, Confidential Secretary