SARATOGA COUNTY WATER AUTHORITY
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SARATOGA COUNTY WATER AUTHORITY
BOARD OF DIRECTORS
OFFICIAL MEETING MINUTES
WEDNESDAY, JANUARY 28, 2026 @ 3:30 P.M.

PRESENT: Vice Chair Robert Wilcox, Treasurer Phil Barrett, Ms. Jennifer Weaver, Mr. Michael Mooney and Supervisor Kevin Tollisen. Absent: Chairman Tim Szczepaniak and Supervisor Tom Richardson. Also in attendance: Executive Director Ed Hernandez, General Counsel Mark Schachner via phone, and Confidential Secretary Bryans

Vice Chairman Wilcox welcomed attendees and noted that Chairman Szczepaniak was absent. He then went on to discuss the appointment of officers and committee members. Chairman Szczepaniak has recommended keeping all positions as they currently stand; Tim Szczepaniak as Chairman, Robert Wilcox as Vice Chairman, Supervisor Barrett as Treasurer, Supervisor Richardson as Deputy Treasurer, and Stephanie Bryans as Board Secretary.

The following committee appointments remain.

Governance Committee:	Mooney, Szczepaniak & Tollisen
Audit Committee:	Mooney, Richardson & Wilcox
Finance:	Mooney, Szczepaniak & Weaver
Personnel:	Barrett, Richardson & Tollisen
Smart Growth:	Mooney, Szczepaniak & Wilcox
Outreach:	Szczepaniak, Weaver & Wilcox
Engineering:	Barrett, Szczepaniak & Tollisen

The motion was by Supervisor Tollisen and a second by Mr. Mooney. Motion carried unanimously. (2026-0001)

Vice Chairman Wilcox then inquired if there were any changes, additions or deletions to the December 28th, 2025, meeting minutes. **On a motion by Mr. Mooney and a second by Ms. Weaver the minutes of December 28, 2025, meeting was adopted. (2026-0002)**

Reports:

Operations:

Mr. Hernandez reported average daily water flows for December 2025 were 6.546 mgd. The rolling annual average was 7.399 mgd.

Financials:

Mr. Hernandez reviewed the Administrative Summary as of December 31, 2025. Budgeted water revenues through December 31, 2025, were $7.69 mil. Actual revenues through December 31, 2025, were $8.11 mil. Budgeted expenses through December 31, 2025, were $3.05 mill and actual expenses were $2.81 mil. The next Debt Service payment is due March 1st, for $863,000 for the 2022 EFC Bond and 2016 Unrefunded Bonds. Cash available for operations after that payment is estimated at $6.05 mil.

Legal:

Mr. Schachner and the Board discussed the status of the Stillwater contract. It was reported that the Town of Stillwater has signed the agreement previously provided by SCWA. The contract had undergone several revisions during the negotiation process, but the final version reflects the terms desired by SCWA.
Execution of the agreement will be deferred until the next meeting to allow the Chairman to sign, as there is no immediate urgency. It was noted that a resolution approving the Stillwater contract had already been passed.

Motions & Resolutions:

A motion was made by Supervisor Tollisen and seconded by Supervisor Barrett to authorize the payment of the monthly vouchers at a cost of $259,373.29 in operating costs and $31,981.75 in Cordero Project costs. Motion carried unanimously. (2026-0003)

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

- From Health Ins. To Health ins. Buyout $2,500
- From Legal. To Auditor $4,700
- From Legal to Engineering $1,790
- From Legal to SCADA $9,592
- From Office Furnishing & Equipt. Parts Plant $3,864
- From Licenses & Bank Fees $6,003
- From Utilities & Plant Repairs $9,905
- From Utilities to SCSD $457
- From Utilities to Telephone $1,804

The motion was made by Supervisor Tollisen and seconded by Mr. Wilcox. Motion carried unanimously. (2026-0004)

Mr. Hernandez reported that the Underpass Road pump station project was not approved for funding, as it was determined to be primarily for development. He is working with the Authority's engineers to update the 2021 report to better demonstrate current system demand and the need to serve existing customers. The revised report is expected within two weeks and will be submitted to EFC with a request for a meeting to discuss funding options. The project is not expected to go out to bid until next winter; engineering costs are being funded through the budget, and alternative financing options may be considered if funding is not obtained.

Next item, the Board agreed to table execution of the Stillwater contract until the Chairman is available to sign. The Board confirmed its approval of the contract and the previously adopted resolution, with the understanding that the agreement may be signed at the February meeting. **The motion was made by Mr. Wilcox and seconded by Supervisor Tollisen. Motion Carried unanimously. (2026-0005)**

The Board discussed the proposed agreement with Mahoney Alarm. It was noted that at the previous meeting there were questions regarding annual costs for security and fire monitoring. Mr. Hernandez reported that the Authority spent approximately $3,000 last year for monitoring services and that the base monitoring rate will remain unchanged, with only wage rates being adjusted. **On a motion made by Mr. Mooney and a second by Mr. Wilcox the Board approve the renewal of the Mahoney Alarm agreement. The motion carried unanimously.(2026-0006)**

New Business:

Vice Chairman Wilcox set the next meeting of the Authority Board for Monday, February 23, 2026, at 3:30 p.m. in Ballston Spa. The Finance committee will also meet on Monday, February 23, 2026, at 3:15pm.

With no further business, the meeting was adjourned at 3:42p.m. by Mr. Mooney with a second by Supervisor Barrett. Motion carried and meeting was adjourned.

Respectfully submitted,

Stephanie Bryans, Confidential Secretary