



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL AMENDED MEETING MINUTES THURSDAY, APRIL 27, 2017 @ 3:00 P.M.

PRESENT: Chairman John Lawler, Vice Chair Anita Daly, Deputy Treasurer Tim Szczepaniak, Supervisor Art Johnson, Board Members Darren O'Connor; Executive Director Ed Hernandez, Leah Everhart, Esq., Authority Counsel. **ABSENT:** Treasurer Tom Cumm and Jim Smith.

Chairman Lawler called the regular meeting to order at 3:00 p.m. and welcomed all in attendance. The meeting was held in the Board of Supervisors Meeting Room One.

Motion was made by Mr. Szczepaniak and seconded by Mr. Johnson to adopt the draft minutes of the March 30, 2017 Meeting minutes as the official minutes of that meeting. Motion carried unanimously.

(As is the practice of the Board, the Board waived a reading of the draft minutes and the adopted minutes include the long form resolutions that were passed at said meeting and the Board waived the reading of the long form resolutions.)

Reports:

Production: Mr. Hernandez reported that production data for the month of March 2017 was 4.676 MGD. Rolling annual average was 5.305 MGD.

Financial: Mr. Hernandez discussed the financial report through March 31, 2017. Revenues for the year were budgeted at \$1.28 million while actual revenues were \$1.21 million. Budgeted expenses through March 31st, 2017 were \$468,000 while actual expenses were \$373,000. Estimated cash available for operations at June 1, 2017 is \$2.67 million. Next scheduled debt service payment was \$181,000 on June 1 for the Series 2014 Bonds.

At 3:10 p.m., Chairman Lawler requested that the Board adjourn to Executive Session to discuss privileged attorney client information relating to a contractual matter. Motion was seconded by Mr. O'Connor. Unanimous.

At 3:15 p.m., Ms. Daly made a motion to return to open session. The motion was seconded by Mr. O'Connor. No action was taken during Executive Session. Unanimous.

Motions & Resolutions:

Motion was made by Mr. Szczepaniak to authorize a budget transfer of \$10,000 from Insurance Expense to Saratoga County Sewer District Expense. Mr. Hernandez stated this was due to an overestimation of water being returned to the river through the Outfall piping instead of having to go to the County Sewer plant. Motion was seconded by Mr. O'Connor. Unanimous. (2017-0015)

Motion was made by Mr. Johnson and seconded by Ms. Daly to authorize the payment of the monthly vouchers at a cost of \$109,751.52 in operating costs. Mr. Hernandez stated that all vouchers had been reviewed previously by Mr. Szczepaniak and were approved. Motion carried unanimously. (2017-0016)

Mr. Hernandez then discussed an amendment to the Personnel Manual relating to education support for employees. He requested that expenses related to textbooks be included in the reimbursement to employees for Board approved classes. **Motion was offered by Ms. Daly and seconded by Mr. Szczepaniak to amend the Personnel Policy, Section W. Employee Education Support as follows:**

“Accredited college or acceptable job related courses that are available to improve performance of the employee within their job title and that are pre-approved by the Executive Director and SCWA Board will be compensated by payment of tuition **and textbooks** (shall not cover any other related costs) not to exceed the parameters of the SCWA budget. The employee must furnish to the Executive Director evidence of grades achieved and the amount of tuition **and textbooks** actually paid. Reimbursement for the successful completion of the course will be made according to the following schedule:”

Motion carried unanimously. (2017-0017)

Motion was offered by Mr. Szczepaniak and seconded by Mr. O'Connor to authorize the filling of the position of Seasonal Laborer at a rate of \$15 per hour for up to 20 weeks. Mr. Hernandez stated that the position had previously been approved by the Board last fall during the 2017 Operating budget process. He noted that a candidate who was a Saratoga County resident and a local college student had been recommended for the position. Motion carried unanimously. (2017-0018)

New Business:

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, May 25, 2017 at 3:00 p.m.

Mr. Hernandez then discussed a recent communication received from the NYS Dept. of Labor Bureau of Public Work. The communication was a Notice of Responsibility for a Public Work Enforcement Fund. He stated it was unclear how this would affect the budget for the current year and requested that the Board direct counsel to further investigate the requirements of the Authority relating to this Fund. Chairman Lawler concurred and directed counsel to do same.

With no further action, motion to adjourn was made by Ms. Daly and seconded by Mr. Szczepaniak. Motion passed and meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary