



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, FEBRUARY 15, 2018 @ 3:00 P.M.

PRESENT: Chairman Lawler, Vice Chair Anita Daly, Deputy Treasurer Tim Szczepaniak, Supervisor Art Johnson, and Board Members Darren O'Connor; Executive Director Ed Hernandez and General Counsel Leah Everhart, Esq. **ABSENT:** Tom Cumm, Treasurer 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 Ms. Daly and seconded by Mr. O'Connor to adopt the draft minutes of the January 25, 2018 meeting minutes as the official minutes of that meeting. Motion to adopt the minutes was unanimous.

(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 January 2018 was 5.11 MGD. Rolling annual average was 5.38 MGD.

Financial: Mr. Hernandez discussed the financial reports through January 31, 2018. Revenues for the year were budgeted at \$437,000 while actual revenues were \$478,000. Budgeted expenses through January 31, 2018 were \$149,000 while actual expenses were \$110,000. Estimated cash available for operations at Mar. 1, 2018 after the next debt service payment is estimated at \$1.37 million. The next scheduled debt service payment is \$822,000 on March 1, 2018 for the Series 2016 Bonds.

Legal: Attorney Everhart reviewed the items his firm had handled during the past month. Among those were the Intermunicipal Agreement with the Town of Halfmoon for purposes of funding requirements, final draft of the Paid Family Leave Policy, as well as other confidential items.

Motions & Resolutions:

Motion was made by Mr. O'Connor and seconded by Mr. Johnson to authorize the payment of the monthly vouchers at a cost of \$142,354.73 in operating costs, \$3,348.15 in Storage Barn Project Costs, and \$25,154.86 in Halfmoon Project Costs. Mr. Szczepaniak noted that the utility bills were extremely high this month. Mr. Hernandez reviewed a chart of utility costs over the past year or two. He discussed the kWh rates for supply charges. He noted that he was working with a third party company that could offer a locked in rate. He also spoke with an electrical engineer about the matter as well. Based on those discussions he was concerned about the ongoing costs exceeding the budget. Chairman Lawler asked that Mr. Hernandez proceed with getting a proposal from NRG and bring it to the next meeting. **Motion carried unanimously. (2018-0005)**

Mr. Hernandez discussed the ongoing connection project with the Town of Halfmoon. He indicated that the contracted engineering firm had requested to hire a firm to conduct the subsurface soil borings for geotechnical analysis and indicated this was outside their contracted scope of services. The cost to conduct these borings would be \$4,375. **Motion was made by Mr. Szczepaniak and seconded by Ms. Daly to authorize an addendum to the C.T. Male contract in the amount of \$4,375 for Geotechnical Services. Motion carried unanimously. (2018-0006)**

Mr. Hernandez then requested to fill an open Water Operator position with a Trainee who had completed his 2A Water Operator license. **Motion was offered by Mr. Johnson and seconded by Mr. O'Connor to hire the 2A operator at an annual salary of \$47,500. Motion carried unanimously. (2018-0007)**

The final matter for discussion was regarding the funding Agreement with NYS EFC and their requirement that an Intermunicipal Agreement be executed between the Town of Halfmoon and the Authority. Counsel recommended that the Agreement specify that the Authority would be the responsible party for submissions made to the EFC, that all grant funds would be distributed to the Authority and in turn, reimbursed to the Town upon presentation of appropriate documents, that the Town agrees and acknowledges their portion of the budgeted costs for the project and the required construction stipulations put forth by the EFC and the financing Agreement with EFC were acknowledged and followed. **A motion was made by Chairman Lawler to authorize him to execute an Intermunicipal Agreement with the Town of Halfmoon for the purposes of securing EFC funding in a form acceptable to counsel. Motion was seconded by Mr. Szczepaniak. Motion carried unanimously. (2018-0008)**

New Business:

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, March 22, 2018 at 3:00 p.m. A joint Audit and Governance committee meeting was also scheduled for that day, meeting at 2:50 p.m.

At 3:15 p.m., motion was made by Mr. Johnson and seconded by Mr. O'Connor to adjourn the meeting and enter into the Finance Committee meeting. Motion carried unanimously.

At 3:23 p.m., motion was made by Mr. Szczepaniak and seconded by Mr. O'Connor to return to the regular board meeting. Unanimous.

Motion was made by Mr. Johnson and seconded by Mr. Lawler to approve the 2017 Investment Report as recommended by the Finance Committee and to authorize submission of same to PARIS. Motion carried unanimously. (2018-0009)

With no further action, motion to adjourn was made by Mr. Johnson and seconded by Ms. Daly. Motion passed and meeting was adjourned at 3:25 p.m.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary