



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, JUNE 25, 2020 @ 3:30 P.M.

PRESENT: Chairman John E. Lawler, Vice Chair Anita Daly, Treasurer Tim Szczepaniak, Deputy Treasurer Todd Kusnierz, Supervisor Phil Barr, Supervisor Darren O'Connor and Board Member Art Johnson; also, Executive Director Ed Hernandez and General Counsel Mark Schachner, Esq. **ABSENT:** None

Chairman Lawler welcomed all to the teleconference meeting and inquired if there were any changes, additions or deletions to the May 28, 2020 meeting minutes. **On a motion by Ms. Daly and a second by Mr. Johnson the minutes of the May 28, 2020 meeting were adopted. Unanimous.**

Reports:

Operations: Mr. Hernandez reported water sales for May were 7.44 mgd and rolling annual average was 6.23 mgd.

Financial: Mr. Hernandez read the Administrative Summary as of May 31, 2020. Budgeted water revenues through May 31, 2020 were \$2.64 mil and actual revenues were \$2.75 mil. Budgeted expenses through May 31, 2020 were \$841k and actual expenses were \$621k. The next Bond payment was due September 1st, 2020 for \$1.47mil. Cash available for operations after that payment were estimated at \$1.1 million.

Capital Projects: Mr. Hernandez reported the Halfmoon Project was complete with the final retainage payment to the contractor on the current voucher list. He anticipated to close on the long-term loan with EFC in early Fall. Plant Expansion Project bids were received and on budget. Chairman Lawler inquired about the increased capacity with the completion of the project. Mr. Hernandez stated it would increase the capacity by 4mgd to the daily flow.

Legal: Mr. Schachner stated his firm had prepared a resolution for the SEQRA review of the proposed second Water Tank Project. He indicated it was not necessary under environmental law, but the EFC would require it. He indicated the Lead Agency resolution was on the agenda.

Motions & Resolutions:

Motion was made by Mr. Szczepaniak and seconded by Mr. Kusnierz to authorize the payment of the monthly vouchers at a cost of \$82,259.19 in operating costs and \$40,000 in Halfmoon Project costs. Motion carried unanimously. (2020-0017)

The next agenda item was to review and approve the Phase II Expansion Bid results and award recommendation. The following contracts were recommended for award:

Contract #1: Low bidder was W.M. Schultz Construction at \$5,023,400.00. Mr. Hernandez also indicated that Change Order #1 was requested to be added to the contract for site work related to the additional clear well work. He noted that the bid for Contract #4 came in higher than anticipated so upon discussion with Delaware Engineering, both vendors agreed that the construction contractor could complete the site work for a savings of \$272,830. **Motion was made by Mr. Szczepaniak and seconded by Mr. Kusnierz to award Contract #1 to W. M. Schultz for a total cost of \$5,197,670.00, which also approved Change Order #1. Motion carried unanimously. (2020-0018)**

Contract #2: Low bidder was Amaha Electrical at \$720,820.00. **Motion was made by Mr. Kusnierz and seconded by Mr. Johnson to award Contract #2 to Amaha Electrical at a cost of \$720,820.00. Motion carried unanimously. (2020-0019)**

Contract #3: Low bidder was Family Danz Heating & Air Conditioning at \$33,000.00. **Motion was made by Ms. Daly and seconded by Mr. O'Connor to award Contract #3 to Family Danz Heating & Air Conditioning at a cost of \$33,000.00. Motion carried unanimously. (2020-0020)**

Contract #4: Low bidder was DN Tanks at \$1,688,400.00. Mr. Hernandez indicated, as he had previously discussed, that he was also recommending the Change Order #1 to reduce the amount of the contract by \$447,100.00. **Motion was made by Mr. Johnson and seconded by Mr. O'Connor to award Contract #4 to DN Tanks at a total cost of \$1,241,300.00, which also approves Change Order #1. Motion carried unanimously. (2020-0021)**

The next matter was a Resolution Declaring Lead Agency Status for a proposed Water Tank Project at Luther Forest Tech Park. Mr. Hernandez discussed the Preliminary Engineering Report prepared by Adirondack Mountain Engineering and included to Board members in the digital packets. He indicated in order to submit the application for funding to DWSRF grant funds, the Authority needs to complete the SEQRA process and complete the Smart Growth Assessment forms. **Motion was made by Mr. Kusnierz and seconded by Mr. O'Connor to approve the following Resolution:**

WHEREAS, the Saratoga County Water Authority wishes to undertake certain modifications to its water distribution system by increasing the number of its water storage tanks and thereby increasing its storage capacity; and

WHEREAS, such installation is an Action pursuant to the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Authority is the SEQRA Involved Agency having the most knowledge and expertise related to this Action.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. The Authority hereby declares its intention to serve as Lead Agency in connection with this Action; and**
- 2. The Authority authorizes and directs its Chairman, Clerk, Engineers and/or Legal Counsel to take such further actions as may be necessary to effectuate the intent of this Resolution.**

The question of the adoption of this Resolution was duly put to a vote on roll call which resulted as follows:

AYES:	Barrett, Daly, Johnson, Lawler, Kusnierz, O'Connor and Szczepaniak
NAYS:	None
ABSENT:	None

The Resolution was declared duly adopted on June 25, 2020. (2020-0021)

The final motion before the Board was a Motion to approve the Smart Growth Assessment form for submittal to the DWSRF and WIIA Grant Programs as prepared by Adirondack Mountain Engineering. Motion was offered by Mr. Johnson and seconded by Ms. Daly. Motion carried unanimously. (2020-0022)

At this time, Mr. Szczepaniak inquired if now would be a good time to engage the Outreach Committee to commence meeting using the upcoming projects as a basis for new marketing strategies. Ms. Daly added that she had recently contact Mr. O'Connor's wife who is a very good source for strategies of this type. She indicated that due to COVID-19 restrictions not much was able to be accomplished. Ms. Daly indicated she would re-organize the group and reach out to Mrs. O'Connor again and get plans together to move forward. Chairman Lawler requested that an agenda item be added to the next agenda for a rough outline to be presented by the Outreach Committee and start moving forward on this. He also inquired if anyone had a concern regarding meeting in person next month. With no objections, the next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, July 23, 2020 at 3:30 p.m. at the County. Mr. Kusnierz indicated he would be out of town.

At 4:08 p.m., with no further business, a motion was made by Mr. Szczepaniak and seconded by Mr. O'Connor to adjourn. Motion carried unanimously.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary