



SARATOGA COUNTY WATER AUTHORITY

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ED HERNANDEZ, P.E., EXECUTIVE DIRECTOR

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS DRAFT MEETING MINUTES THURSDAY, AUGUST 30, 2018 @ 3:30 P.M.

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

Chairman Lawler called the regular meeting to order at 3:30 p.m. and welcomed all in attendance. The meeting was held in the Board of Supervisors Meeting Room One.

Motion was made by Mr. Smith and seconded by Mr. Johnson to adopt the draft minutes of the July 26, 2018 meeting minutes as the official minutes of that meeting. 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 July 2018 was 7.67 MGD. Rolling annual average was 5.86 MGD. He noted that Saratoga County Water won the Capital Region Best Tasting Water contest held in Albany recently and would now be participating in the NYS Contest in Syracuse.

Financial: Mr. Hernandez discussed the financial reports through July 30, 2018. Revenues year-to-date were budgeted at \$3.06 million while actual revenues were \$3.57 million. Budgeted expenses through July 31, 2018 were \$1.1 million while actual expenses were \$984,125. Estimated cash available for operations at September 1, 2018 after the next debt service payment of \$1.4 mil and a \$1 million Service Fee repayment to Saratoga County is estimated at \$915,000.

Capital Projects:

Mr. Hernandez reported that counsel was continuing to work on obtaining easements and eminent domain actions. He noted the Public Hearing was completed with no responses at last month's meeting. **At this time, Mr. O'Connor moved to authorize counsel to proceed with court action for the eminent domain proceedings. Motion was seconded by Mr. Cumm. Unanimous. (2018-0032)**

Chairman Lawler discussed the difficulties with the Town of Stillwater approvals and that an agreement had been reached to cover a portion of the costs incurred by Stillwater's engineering firm not to exceed \$5,000. Mr. Cumm inquired if the Board would be voting on this payment. Chairman Lawler stated the escrow payment would be \$5,000 and would be added to the voucher list for the month.

Mr. Hernandez then discussed the storage building project. He discussed the two lowest bids and that counsel had reviewed both. He reviewed the lowest bid and the difficulties with the contractor making corrections to the bid form with computations. It was determined with counsel and the Authority's engineering firm, that the low bid was disqualified. Mr. Hernandez stated the second low bid was very high in cost compared to estimates. Mr. Johnson suggested eliminating the brick siding and the climate controlled storage area to save on some of the cost. Mr. Hernandez then recommended awarding the contract to Stephen Miller Company in the amount of \$641,300 with the authority to negotiate a change for removal of the brick siding and the controlled storage room.

Mr. Hernandez discussed the Phase II Expansion Project. He stated an RFP for Engineering Services was in the process of being prepared and would be forwarded to the Engineering Committee for review and input once completed. In addition, the SCWA had submitted a funding application to the NYSEFC and was awaiting a response. There was no further activity on this project at this time.

Legal: Attorney Schachner reported a communication had been sent to the Board regarding counsel's activities for the past month. The Halfmoon Project easements continue to be worked on.

Motions & Resolutions:

Motion was made by Mr. Szczepaniak and seconded by Mr. O'Connor to authorize the payment of the monthly vouchers at a cost of \$146,902.01 in operating costs and \$6,226.00 in Halfmoon Project Costs. Mr. Cumm stated he had no concerns with the payments. Motion carried unanimously. (2018-0033)

The Finance Committee met previous to this meeting to review and recommend for adoption the 2019 Operating Budget. There were no requested changes to the Draft Budget by the Committee. **Motion was made by Mr. Johnson and seconded by Mr. Cumm to approve the 2019 Operating Budget and to authorize forwarding on to the County. Motion passed unanimously. (2018-0034)**

The next motion was to **Award the contract for the Storage Utility Building to Stephen Miller Company in the amount of \$641,000 and to authorize the Chairman to execute the contract and to authorize the Executive Director to further negotiate a change order to further reduce the amount of the contract subject to the approval of the Chairman and the Authority counsel. Motion was made by Mr. Johnson and seconded by Mr. O'Connor. Motion passed unanimously. (2018-0035)**

The final motion was to readopt the SCWA Investment Policy as recommended by the Finance Committee. Motion was made by Mr. Cumm and seconded by Mr. Szczepaniak. Unanimous. (2018-0036)

New Business:

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, September 27, 2018 at 3:30 p.m.

With no further action, motion to adjourn was made by Mr. Szczepaniak and seconded by Mr. Cumm. Motion passed and meeting was adjourned at 3:50 p.m.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary