



# SARATOGA COUNTY WATER AUTHORITY

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## **SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, OCTOBER 27, 2016 @ 3:00 P.M.**

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

Vice Chair Daly 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 Two.

**Motion was made by Mr. Cumm and seconded by Mr. O'Connor to adopt the draft minutes of the September 29, 2016 Meeting minutes as the official minutes of that meeting. Motion carried unanimously.**

Item 2 of the Agenda: Adoption of the September 29, 2016 Governance Committee meeting minutes was tabled as there were not enough members of that Committee present to offer the motion.

(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.)

At this time, Mr. Hernandez introduced John Tomassi of the Winfield Group Insurance Agency to discuss the Water Authority's Commercial Insurance coverage proposal for 2017. Mr. Tomassi noted that he had contacted 11 various carriers for quotes and that of those some did not offer equivalent coverages that were required. Of those that did offer what the Authority required, Selective Insurance Company gave the best rate at \$59,193. Discussion ensued regarding the recent NYS Comptroller's Audit and the requirement that Board Members with check signing authority be bonded. Mr. Tomassi acknowledged the requirement and agreed to provide the authority with a quote for that coverage. He stated he would provide that information to the Executive Director before the next Board meeting in November. Mr. Johnson inquired if there was a three year rate available from Selective Insurance as his community had received one. Mr. Tomassi stated he was not aware of that but would follow up and let Mr. Hernandez know if there was. Mr. Hernandez thanked Mr. Tomassi for his presentation to the Board.

## **Reports:**

**Production:** Mr. Hernandez reported that production data for the month of September 2016 was 5.74 MGD. Rolling annual average was 5.08 MGD. He stated that the plant was running well again after some difficulties during the last month because of storm-related issues.

**Financial:** Mr. Hernandez discussed the financial report through September 30, 2016. Budgeted expenses were \$1.45 mil and actual expenses were \$1.15 million. Revenues for the year were budgeted at \$3.58 million and actual revenues were \$4.1 million. Estimated cash available for operations at December 1, 2016, (after the 2014 bond payment) is \$6.3 million. The next payment for the 2016 Bonds is due December 1, 2016. Mr. Hernandez noted that the revenue fund balance was higher than normal due to the funds received from the settlement of a litigation matter.

**Legal:** Mr. Schachner stated there was only one minor legal matter during the past month. He stated that he and Mr. O'Connor agreed to the amendment of the Ethics Policy removing the paragraph regarding reporting of gifts. A motion would follow later in the meeting for the Board's approval of that amendment.

## **Motions & Resolutions:**

**Motion was made by Mr. Johnson and seconded by Mr. Szczepaniak to authorize a budget line transfer of \$2,500 from Cellular/Data Expense to Saratoga County Sewer District Expense. 2016 Budget Effect is Zero. Motion carried unanimously. (2016-0082)**

**Motion was made by Mr. Szczepaniak and seconded by Mr. Cumm to authorize the payment of the monthly vouchers at a cost of \$85,245.94 in operating costs, \$19,203.40 in SPDES Outfall Project Costs and \$3,000.00 in 2016 Bonds Cost of Issuance expenses. Mr. Hernandez stated that all vouchers had been reviewed previously by Mr. Cumm and were approved. Motion carried unanimously. (2016-0083)**

**Motion was offered by Mr. O'Connor and seconded by Mr. Johnson to approve and adopt the amended SCWA Ethics Policy, removing the language under the section "Recording of Gifts". It was noted by Mr. Schachner that the section was too broad and could be applied to many circumstances outside of the work environment. With no further discussion Motion carried unanimously. (2016-0084)**

Mr. Hernandez then discussed the Water Operator Trainee position. He noted that well over 15 applications had been received and that interviews had been conducted for some of the candidates. . He requested that the Board authorize him to fill the position at the agreed upon salary of \$45,000. Ms. Daly inquired where the advertisement was posted. Mr. Hernandez replied it had been posted on both the Water Authority website as well as the County's Dept. of Personnel website. **Motion was made by Mr. Cumm**

**and seconded by Mr. Szczepaniak to authorize the Executive Director to fill the position with the recommended candidate. Motion carried unanimously. (2016-0085)**

Item 6.e. – Approval of the 2017 Commercial Insurance Proposal from the Winfield Group was tabled pending further information from John Tomassi of the Winfield Group regarding bonding.

The final item on the Agenda was the review of the 2016 Arbitrage Reports for the Series 2008 and Series 2014 Bonds. Mr. Hernandez discussed that AMTEC Corporation had conducted the full Arbitrage Report for both bonds and as noted, no rebate liability existed on either series of bonds at this time.

**New Business:**

Mr. Hernandez inquired if the Board was interested in having him investigate other Trustee agents for the bond accounts for a possible reduction in fees. The Trustee accounts are currently held by Wells Fargo and the fees appear high. Mr. O'Connor stated it would be a good idea to review same and to touch base with Bond counsel to find out what would be involved in that possible change. Mr. Hernandez stated he would do so.

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Tuesday, November 22<sup>nd</sup>, 2016 at 3:00 p.m.

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

**Respectfully Submitted,**

**Carol A. Alden, Confidential Secretary**