



SARATOGA COUNTY WATER AUTHORITY

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CHARLES WAIT

SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, DECEMBER 20, 2012; 2:45 PM

PRESENT: Chairman Jack Lawler, Supervisor Arthur Johnson, Treasurer Kevin King, Gregg Connors, Marybeth Hynes, Charles Wait, SCWA Board Members; Craig Crist and John Dowd, SCWA Special Counsel; Ed Hernandez, Acting Executive Director; Tom Wood, Chairman Saratoga County Board of Supervisors; Press. ABSENT: Supervisor Anita Daly.

Chairman Lawler called the regular meeting to order at 2:47 p.m. and welcomed all in attendance.

At this time, a Public Hearing was held on the contractual rate increases to all municipal water customers. The Public Notice was read and Chairman Lawler asked for any comments from the public. There were no comments forthcoming and the Public Hearing was closed at 3:00 p.m. **A motion was made by Charles Wait and seconded by Greg Connors to conclude the Public Hearing. The motion passed unanimously.**

A motion was made by Greg Connors and seconded by Marybeth Hynes to adopt the draft minutes of the November 27, 2012 regular meeting, as the official minutes of that meeting. Motion to accept the draft minutes as the official minutes was passed.

A motion was made by Greg Connors and seconded by Marybeth Hynes of the Personnel Committee to adopt the minutes of the November 27, 2012 Personnel Committee meeting. Motion to accept the draft minutes was passed unanimously.

A motion was made by Charles Wait and seconded by Art Johnson of the Board of Directors to adopt the minutes of the Personnel Committee meeting of November 27, 2012 as the official minutes of that meeting. Motion to accept the draft minutes was passed 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.)

Production: Ed Hernandez, Acting Director, reported that production and customer usage was at 3.089 MGD for November 2012.

Financial: Mr. Hernandez discussed the financial reports through November 30, 2012. Through November 30, 2012 budgeted expenses were \$2.37 million and actual expenses were \$1.56 million. Revenues were

budgeted at \$3.95 million, but were actually at \$2.5 million. Total net income exclusive of certain balance sheet accounts is \$57,935.

The first motion was to authorize the payment of the vouchers for the month at a total cost of \$72,178.26 as reviewed and approved by Kevin King, Treasurer. Mr. Wait inquired if propane heat was a possibility for the plant's heat source. Mr. King commented that there was a NYS contract for natural gas. Mr. Lawler noted that there was no natural gas available at the plant. **Mr. Connors moved to authorize that vouchers, as presented and audited for payment by the Treasurer, is approved for payment. The motion was seconded by Mr. Johnson and passed unanimously.**

The next matter was to **authorize an agreement with Pall Corporation concerning a Confidentiality Agreement. A motion was made by Charles Wait and seconded by Greg Connors. Motion passed unanimously.**

The next item was a **Resolution to authorize the Water Authority to increase the municipal rate from 2.08075 per thousand gallons to 2.112 per thousand gallons.** This increase is consistent with the contractual terms with all municipal customers. **Resolution was offered by Charles Wait and seconded by Kevin King. Motion passed unanimously.**

The next item on the agenda was **to award the 2013 insurance package to the existing carrier, American Alternative Insurance Corporation and to retain the services of The Winfield Group of Clifton Park as the Broker of Record for the Water Authority.** Mr. King asked about the process for the quotes that were received from the various insurance companies. Mr. Lawler discussed the process used to acquire the quotes. He commented that there were only two carriers that would quote the Water Authority's commercial package. **Motion was made by Charles Wait and seconded by Art Johnson. Motion passed unanimously.**

The next matter was to authorize the contract with Delaware Engineering for Management Services at the Water Authority for 2013. At this time, the matter was tabled pending attorney review. **A motion was made by Jack Lawler to extend the current contractual arrangement to January 31, 2013. The motion was seconded by Kevin King. Motion passed unanimously.**

At this time, the Personnel Committee made three recommendations for Board approval. The first item was a 2% COLA increase for all employees with one year of service. The second item was an adjustment to the base pay for the Confidential Secretary to align that salary with similar positions within the County at \$45,617 annually, and the final item was the recommendation of an educational stipend of \$1,500 for any employees who complete their Water Operators license while employed with the SCWA. **A motion was made by Greg Connors and seconded by Marybeth Hines to accept and implement the recommendations of the Personnel Committee. Motion passed unanimously.**

The next matter on the agenda was **to approve the contract with the Town of Malta to provide water to the Recreation Fields.** The matter was tabled at the request of the Chairman pending attorney review. Mr. King expressed his dissatisfaction with the lack of progress in completing the contract and requested

that it be complete and ready for signature at the next Board meeting in January. Chairman Lawler thanked Mr. King for his patience and requested that counsel expedite the matter.

The next agenda item was to appoint the committee members for 2013. At this time, Chairman Lawler asked if any members wished to continue in their present assignments. There was no opposition at this time so the appointments stand for 2013.

Next on the agenda was the **appointment of Carol Alden, Confidential Secretary, as the Secretary of the Board of Directors. Motion was made by Charles Wait and seconded by Greg Connors. Motion passes unanimously.**

The next meeting of the SCWA Board of Directors was scheduled for **Thursday, January 24, 2013 at 2:45 p.m.**

New Business:

At this time, Mr. Hernandez discussed the formation of a Technical Advisory Committee with the members of the Committee consisting of the major stakeholders in the water system. The formation is to provide a forum for all members to address any technical issues within the system. A motion was made by Art Johnson and seconded by Kevin King to approve the formation of the Technical Advisory Committee. Motion passed unanimously.

At this time a motion was made by Mr. Connors and seconded by Mr. King to adjourn to Executive Session to discuss attorney client matters relating to Luther Forest contract negotiations and a litigation matter at 3:20 p.m. Motion carried. Meeting adjourned to Executive Session.

At 4:40 p.m. the Board returned to open session.

At this time, a **motion was made by Charles Wait to enter into a lease agreement with Luther Forest Technology Campus EDC for the rental of a storage barn at 559 Route 67, Malta. Motion was seconded by Greg Connors. Motion passed unanimously.**

The next matter was to **approve the reimbursement of connection costs to Clifton Park Water Authority in the amount of \$107,425.29, which is the final contractual obligation.** This is the connection to the SCWA system at the Round Lake Road connection. **Motion was made by Jack Lawler and seconded by Kevin King. Motion passed unanimously.**

At this time a **motion was made by Ms. Hynes to adjourn the regular meeting. Motion was seconded by Mr. Wait. Motion passed unanimously and meeting was adjourned.**

Respectfully Submitted,

Carol A. Alden, Confidential Secretary