



# SARATOGA COUNTY WATER AUTHORITY

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## SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS ADOPTED MEETING MINUTES TUESDAY JUNE 22, 2021 @ 3:30 P.M.

**PRESENT:** Chairman John Lawler, Mr. Robert Wilcox, Esq., Executive Director Ed Hernandez Treasurer Philip Barrett, Supervisor Darren O'Connor and General Counsel Leah Everhart, Esq. Also present by phone was Mr. Art Johnson, **ABSENT:** Deputy Treasurer Theodore Kusnierz, Jr.

Chairman Lawler inquired if there were any changes, additions or deletions to the May 27, 2021 meeting minutes. **On a motion by Supervisor O'Connor and a second by Mr. Wilcox the minutes of the May 27, 2021 meeting were adopted. Unanimous. (2021-0082)**

### **Reports:**

**Operations:** Mr. Hernandez reported water flows for 2021 were 8 mgd and a rolling annual average of 7.3 mgd.

**Financials:** Mr. Hernandez read the Administrative Summary as of May 31, 2021. Budgeted water revenues through May 31, 2021 were \$2.64 mil and actual revenues were \$2.88 mil. Budgeted expenses through May 31, 2021 were \$873k and actual expenses were \$776k. The next debt service payment is due September 1<sup>st</sup>, 2021 for \$1.5 mil. Cash available for operations after debt service was estimated at \$839k.

**Capital Projects:** Mr. Hernandez reported that there were two allowance items he wished to inform the Board of for a total of \$2,186 for May. The first was an allowance for general construction in the amount of \$4,874 for a tank vent and core. It was left off the original design. There was a deduction for a strainer in the amount \$2,688, which leaves a net allowance amount used of \$2,186. The second allowance item was from the electrical contractor for \$2,835 for a request by SCWA to install security conduit and cables to the clear well. Mr. Hernandez stated it was much more economical to have the contractor onsite do it than to have the security contractor come in and do it. The other allowance item from the electrical contractor was for some modifications to the MCC control panel in the membrane building. Total cost of allowance items for Contract 2 totaled \$14,465.

At this time, Mr. Hernandez introduced Brandon Ferguson, P.E. and Brian Osterhout, P.E. from Environmental Design Partnership, the engineering firm hired to conduct the Distribution Expansion Study. Mr. Osterhout made the presentation evaluating the distribution system through the year 2040. He discussed population growth factors, possible expansions at LFTC and possible municipality additions. He explained their data to show the incremental increases in demand up to 21mgd by 2040. He discussed flows and pressures within the system itself and how those max pressures affect the system capacity. He then reviewed and summarized the four alternatives for the Board to consider with the projected costs associated with each. Supervisor Barrett inquired if the SCWA wasn't already at the point where another storage tank was needed, if not more along the pipeline. Chairman Lawler inquired about the factors used to determine maintenance and utility costs. Discussion ensued regarding some of the items considered in those calculations. Chairman Lawler requested a detailed analysis of the utility cost calculations from year 1 to year 30. He expressed concern about the estimate for utility costs. Mr. Ferguson discussed potential sites for placement of the additional pump station and tank. Chairman Lawler requested more detail on the growth calculations as well. Discussion ensued regarding current and potential customers and anticipated growth, as well as possible growth at Global Foundries. Mr. Hernandez asked that once the Board members had had a chance to absorb the report, to please send any other questions to him.

**Legal:** Ms. Everhart reported that the only item was the closing on the parcel in Luther Forest, which was now concluded. The other matter to discuss would be addressed in Executive Session.

### **Motions & Resolutions:**

**Motion was made by Mr. Wilcox and seconded by Mr. Szczepaniak to authorize the payment of the monthly vouchers at a cost of \$1,160,205.90 which included \$114,596.70 in operating expenses, \$841,945.09 in Plant Expansion Project costs and \$203,664.11 in real estate costs.** Treasurer Barrett had reviewed all vouchers and was in favor of paying all presented. Mr. Wilcox noted that the Clerk's office should not have charged the SCWA for the recording fees. Ms. Everhart stated she would check into that and get back to the Board on that. **Motion carried unanimously. (2021-0083)**

**The next item was a motion to revise the Personnel Uniform Policy to raise the allowance for safety shoes from \$150 to \$250. On a motion by Mr. Szczepaniak and a second by Mr. Johnson the motion carried. Unanimous. (2021-0084)**

**The next item was a motion to waive the late fee assessed to the City of Mechanicville due to late payment.** Mr. Hernandez stated that there was some difficulty getting the bill to the correct individual and that had been corrected. Chairman Lawler stated that the Board should authorize the Executive Director to waive late fees at his discretion and report to the Board when that occurred. **On a motion by Mr. Szczepaniak and a second by Mr. Wilcox the motion was revised to include the waiving of late fees at the discretion of the Executive Director and reporting to the Board. Unanimous. (2021-0085)**

**The next item was a motion for a contract amendment with Delaware Engineering for the Plant Expansion Project to combine two budgets from Task #5 Construction Inspection and Task #4 Construction Administration. Mr. Hernandez reviewed the letter from Delaware Engineering explaining the need for this request. On a motion by Supervisor O'Connor and a second by Mr. Wilcox the motion carried. Unanimous. (2021-0086)**

**The final item was a motion to approve a Change Order request from W.M. Schultz to add \$23,426 to their contract for drain piping to the new sludge lagoon and add an additional 3 workdays to their completion date. On a motion by Mr. Szczepaniak and a second by Supervisor O'Connor the motion carried. Unanimous. (2021-0087)**

**At 4:05p.m., on a motion by Chairman Lawler and a second by Mr. Johnson, the Board went into Executive Session to discuss attorney/client privileged matters. At 4:45 p.m., the Board returned to open session.**

There was no business as a result of Executive Session.

**New Business:**

Chairman Lawler stated the next Board meeting was proposed for July 29, 2021 at 3:30 p.m. He also discussed that he had invited Richard McCarthy of Capital Advisors to attend to consider a possible bond refunding due to low interest rates.

**At 4:46 p.m., with no further business, a motion was made by Mr. Johnson and seconded by Mr. Wilcox to adjourn. Motion carried unanimously.**

**Respectfully Submitted,**

**Carol A. Alden, Confidential Secretary**