



# SARATOGA COUNTY WATER AUTHORITY

JOHN E. LAWLER, CHAIRMAN  
ED HERNANDEZ, P.E., EXECUTIVE DIRECTOR

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PHILIP C. BARRETT  
ANITA M. DALY  
ARTHUR J. JOHNSON  
THEODORE T. KUSNIERZ, JR.  
DARREN S. O'CONNOR  
TIMOTHY J. SZCZEPANIAK

## SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, JANUARY 23, 2019 @ 3:30 P.M.

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

Chairman Lawler opened the meeting at 3:30 p.m. and welcomed two new members, Supervisor Philip Barrett and Supervisor Todd Kusnierz. At this time officers of the Board were appointed by nomination and roll call vote for the current term.

Chairman John E. Lawler – Nominated by Mr. Johnson and seconded by Ms. Daly.

- Ayes: Barrett, Daly, Johnson, Kusnierz, O'Connor and Szczepaniak
- Nayes: None
- Abstain: None

Vice Chair Anita M. Daly – Nominated by Mr. O'Connor and seconded by Mr. Johnson.

- Ayes: Barrett, Johnson, Kusnierz, Lawler, O'Connor and Szczepaniak
- Nayes: None
- Abstain: None

Treasurer Timothy J. Szczepaniak – Nominated by Mr. Barrett and seconded by Mr. Kusnierz.

- Ayes: Barrett, Daly, Johnson, Kusnierz, Lawler and O'Connor.
- Nayes: None
- Abstain: None

Deputy Treasurer Theodore T. Kusnierz – Nominated by Mr. Szczepaniak and seconded by Mr. Barrett.

- Ayes: Barrett, Daly, Johnson, Lawler, O'Connor and Szczepaniak.
- Nayes: None
- Abstain: None

Secretary Philip C. Barrett – Nominated by Mr. Kusnierz and seconded by Mr. Szczepaniak.

Ayes: Daly, Johnson, Kusnierz, Lawler, O'Connor and Szczepaniak.  
Nays: None  
Abstain: None

The following Committee appointments were then made by Chairman Lawler for the current term:

Governance Committee: Mr. Johnson, Chairman Lawler and Mr. Szczepaniak  
Audit Committee: Ms. Daly, Mr. Johnson and Mr. O'Connor  
Finance Committee: Mr. Johnson, Mr. Kusnierz and Chairman Lawler  
Personnel Committee: Mr. Barrett, Mr. Kusnierz and Mr. O'Connor  
Smart Growth Committee: Ms. Daly, Mr. Johnson and Mr. Szczepaniak  
Outreach Committee: Ms. Daly, Mr. O'Connor and Mr. Szczepaniak

**Reports:**

Operations: Mr. Hernandez reported that water sales for December were 5.7 mgd and rolling annual average was 6.12 mgd. He anticipated that the Town of Halfmoon would be taking their contractual daily amount very soon.

Financial: Mr. Hernandez read the Administrative Summary as of December 31, 2019. Budgeted water revenues for the year were \$5.7 million and actual were \$6.29. Budgeted expenses were \$2.02 million and actual expenses were \$1.85. The next Bond payment was due March 1<sup>st</sup>, 2020 for \$793,147. Operative cash available for operations after that payment were estimated at \$824,000.

Capital Projects: Mr. Hernandez reported that the Storage Building was fully completed at this time. He also reported that the pipeline extension to the Town of Halfmoon was 99% completed and that Halfmoon was taking water. The Phase II Expansion project was nearing completion of design and he expected a closing with NYS EFC on February 6<sup>th</sup> for the financing. He anticipated the project to go out to bid in early spring.

Legal: Mr. Schachner reported there was a copy of a Draft "Form" Agreement for water customers included in the Board's packets. This was a boilerplate agreement and he expressed that each customer may have unique circumstances which would require a tailoring of sorts when contracts were renewed. He indicated that Ms. Everhart would be forwarding a copy to Bond Counsel for their review as well.

**Motions & Resolutions:**

Chairman Lawler thanked all members for their committee work and requested a motion to adopt the meeting minutes of December 20, 2019. There were no requests for changes or deletions. **On a motion by Supervisor O'Connor to adopt the December 20, 2019 minutes as the official minutes of that meeting and seconded by Mr. Johnson.**

Ayes: Lawler, Daly, Johnson, Szczepaniak, O'Connor.  
Nays: None  
Abstain: Kusnierz and Barrett.  
Motion carried. (2020-0001)

**Motion was made by Ms. Daly and seconded by Mr. O'Connor to approve the following budget transfers:**

- 1. \$2,000 from Payroll Taxes Expense to Health Insurance Expense.**
- 2. \$7,550 from SCADA & Instrumentation Prof. Svces. to Security Prof. Svces..**
- 3. \$2,000 from Equip. Parts: Distribution to Equipment Parts: Plant.**
- 4. \$100 from Uniforms Expense to Safety Equipment.**
- 5. \$3,500 from Insurance Expense to Bank Fees.**

**Motion carried unanimously. (2020-0002)**

**Motion was made by Mr. Szczepaniak and seconded by Mr. Johnson to authorize the payment of the monthly vouchers at a cost of \$174,885.27 in operating costs and \$29,593.75 in Phase II Expansion costs. Motion carried unanimously. (2020-0003)**

**New Business:**

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, February 27, 2020 at 3:30 p.m. Chairman Lawler indicated he will be absent. There will also be a Finance Committee meeting at 3:15 p.m. on February 27<sup>th</sup> for annual filings to PARIS. Members of that Committee are: Mr. Johnson and Mr. Kusnierz. Chairman Lawler will be absent.

**At 4:15 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**