



# SARATOGA COUNTY WATER AUTHORITY

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

260 BUTLER ROAD, GANSEVOORT, NY 12831  
TELEPHONE: (518) 761-2058  
FACSIMILE: (518) 792-4942  
www.saratogacountywaterauthority.com

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, APRIL 23, 2020 @ 3:30 P.M.

**PRESENT:** Chairman John E. Lawler, Treasurer Tim Szczepaniak, Deputy Treasurer Todd Kusnierz, 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:** Vice Chair Anita Daly

Chairman Lawler welcomed all to the meeting and inquired if there were any changes, additions or deletions to the March 26, 2020 meeting minutes. **On a motion by Mr. Szczepaniak and a second by Mr. Johnson the minutes of the March 26, 2020 meeting were adopted. Unanimous.**

Chairman Lawler inquired if anyone had changes to the March 26, 2020 Audit Committee meeting minutes. **On a motion by Mr. Kusnierz and seconded by Mr. O'Connor the minutes of the March 26, 2020 Audit Committee meeting minutes were adopted. Unanimous.**

Chairman Lawler inquired if anyone had changes to the March 26, 2020 Governance Committee meeting minutes. **On a motion by Mr. O'Connor and seconded by Mr. Johnson the minutes of the March 26, 2020 Governance Committee meeting minutes were adopted. Unanimous.**

### **Reports:**

**Operations:** Mr. Hernandez reported water sales for March were 5.86 mgd and rolling annual average was 5.97 mgd.

**Financial:** Mr. Hernandez read the Administrative Summary as of March 31, 2020. Budgeted water revenues through March 31, 2020 were \$1.58 mil and actual revenues were \$1.54 mil. He expected that to level out after the next billing period. Budgeted expenses through March 31, 2020 were \$504k and actual expenses were \$392k. The next Bond payment was due June 1<sup>st</sup>, 2020 for \$186,000. Cash available for operations after that payment were estimated at \$1.62 million.

**Capital Projects:** Mr. Hernandez reported the City of Mechanicville had commenced construction of their connection to the Water Authority at Coons Crossing. He also discussed that the plans for the Plant

Expansion Project were still with DOH and he had received a letter with some comments to be responded to by the engineer. He anticipated the Project was still on target to be bid out late Spring.

**Legal:** Mr. Schachner stated there were no legal activities required during the previous month.

**Motions & Resolutions:**

**Motion was made by Mr. Kusnierz and seconded by Mr. Szczepaniak to authorize the payment of the monthly vouchers at a cost of \$100,148.08 in operating costs, \$6,900 in financing costs and \$3,500.00 in Phase II Expansion costs. Motion carried unanimously. (2020-0013)**

**New Business:**

The next meeting of the Saratoga County Water Authority Board of Directors was scheduled for Thursday, May 28, 2020 at 3:30 p.m. via teleconference.

Chairman Lawler reported that he had received an Emergency Action Plan from the Executive Director relating to coverage for the administrative positions at the Authority. Mr. Hernandez stated that he had reached out to two engineering firms locally who were very familiar with the plant operations and the processes of the treatment process as well. He also stated they had been in contact with the Authority's accountant and Mr. Beecher had agreed to act in a short-term capacity to assist in any bookkeeping requirements should the Confidential Secretary be incapacitated. He also indicated he was familiar with many aspects of the day to day work and could fill in short term as well. Chairman Lawler asked that a formal Emergency Action Plan be entered for discussion on the May agenda and adopted at that meeting.

**At 3:50 p.m., with no further business, a motion was made by Mr. Szczepaniak and seconded by Mr. Johnson to adjourn. Motion carried unanimously.**

**Respectfully Submitted,**

**Carol A. Alden  
Confidential Secretary**