



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

APRIL 10, 2018

Those present at the Clifton Park Water Authority board meeting were: Mr. John Ryan, Vice Chairman; Mr. George Peterson, Treasurer; Mr. Peter Taubkin, Secretary; and Mr. William Butler, board member. Absent: Mr. Helmut Gerstenberger, Chairman. Also present: Mr. Donald Austin Jr., Administrator; Mr. Walter Schlesier Jr., Superintendent; Mr. Neil Weiner, Authority Attorney; and Mr. Edwin Vopelak, CT Male Associates.

Mr. Ryan called the meeting to order at 7:03pm.

PRIVILEGE OF THE FLOOR

- Tom Peterson, Attorney for the Village of Round Lake, and Gary Putnam, Mayor of the Village of Round Lake were in attendance to discuss the Village's issue with disinfection by-products. They have been working with the NYS Department of Health to fix this issue. They have been trying less expensive fixes to alleviate the disinfection by-product issue and their next step, if all else fails, is to install an activated carbon filtration system, which will be very expensive. They are in the process of obtaining funding for a seven figure project for water purification. They have had a closing with the funding sources and are ready to take the next step. The funds will not be released until they have a long term contract with the CPWA. They provided an addendum to the existing agreement to Mr. Weiner last month.

Mr. Austin explained to Mr. Peterson and Mr. Putnam that a conversation was held at last month's meeting and it's on the agenda for tonight's meeting. He wanted them to know that the CPWA has essentially been losing money on the water that it has been selling to the Village of Round Lake ever since the CPWA started buying water from the Saratoga County Water Authority. Mr. Peterson stated they are aware that the rates may change but wanted the Board to be aware that this is a time sensitive matter. Mr. Austin stated they are planning on having a discussion this evening in executive session and will be in touch soon.

- Chad Kortz of C.T. Male Associates introduced himself to the Board. Mr. Vopelak is retiring at the end of the month and Mr. Kortz will be the new point of contact at C.T. Male Associates.
- Joel Reyes introduced himself to the Board. He was in attendance as part of his studies at the College of St. Rose.

OLD BUSINESS

WATER MAIN REPLACEMENT ON PLANK ROAD

Both residents of Plank Road have agreed to provide the necessary easements the CPWA needs to proceed with the project. Mr. Austin stated the legal notice advertisement will be put in The Daily Gazette next week. He will present the bids at next month's meeting so the Board can award the bid. The job will be scheduled during the summer months when school is out to avoid disruption of bus routes.

VILLAGE OF ROUND LAKE WATER PURCHASE AGREEMENT EXTENSION

This item was discussed during privilege of the floor. The Board will move into executive session, later in the meeting, to discuss contract negotiations along with the Sprint modification request contract issue agenda item.

PROJECT TO INCREASE CAPACITY FROM SCWA

Mr. Kortz reported the survey has been completed. The base mapping is done and they are working on the map plan and report. They should have that complete by the end of the month. They will use that report to make the grant application. They will be starting design shortly. Mr. Austin stated he would like to see the project completed by the start of summer 2019.

AMENDMENT TO VISCHER FERRY NATURE PRESERVE LEASE AGREEMENT

Mr. Austin stated the only changes to the original agreement are updated rates and an insurance requirement. The new contract brings the rates to their current values (as established by the contract's escalator clause). The original contract required two million dollars of liability coverage. The new contract requires five million dollars of liability coverage. Mr. Austin checked the CPWA's current insurance policy and verified that it meets the coverage requirements requested. The Board will review the Agreement for approval at next month's board meeting.

SHENENDEHOWA WELL ISSUES

Mr. Austin received a notice of violation from the NYS DOH stating that secondary inorganic samples collected during the 3rd and 4th quarters of 2017 demonstrate the Shenendehowa well has chloride levels above the maximum contaminant level. As a result, the CPWA must provide treatment for chloride or discontinue the use of this well. The CPWA must submit a proposed timetable of compliance by April 15, 2018 that includes milestones and corrective action to the NYS DOH. Mr. Austin had Mr. Vopelak look into what treatment options are available and it was decided that treating the well would be too costly. Mr. Austin sent a letter to the Superintendent of Shenendehowa explaining the well issues and to notify them that their water rates would increase to the commercial water rate since we will no longer be using their well. He has not received a response. Mr. Austin will follow up with a phone call this week.

SPRINT MODIFICATION REQUEST CONTRACT ISSUE

Mr. Ryan made a **motion** at 7:45pm to move into executive session to discuss contract negotiations; seconded by Mr. Peterson. The **motion** carried 4-0, 1 absent.

Mr. Peterson made a **motion** at 8:11pm to move out of executive session; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

NEW BUSINESS

OTHER BUSINESS

- Mr. Austin presented the Board with the 2017 Capital Budget report for their review.
- Mr. Peterson has requested consistent messaging across all mediums. He also suggested putting together a postcard that could be distributed to customers that would inform them of the ability to sign up for website and twitter notifications and instructs them on signing up for those services.
- Mr. Butler questioned if the SCADA system is monitored and protected against potential cyber attacks. Mr. Austin doesn't believe we have software in place to monitor that information. He will research software that has that capability.
- The Board thanked Mr. Vopelak for his many years of dedication and service to the CPWA and wished him good luck in his retirement.

APPROVE MINUTES OF MARCH 13, 2018 MEETING

A **motion** was made by Mr. Taubkin to approve the minutes of March 13, 2018; seconded by Mr. Peterson. The **motion** carried 4-0, 1 absent.

The CPWA's next board meeting is Wednesday, May 9, 2018 at 7pm.

A **motion** was made by Mr. Peterson to adjourn the meeting at 8:12pm; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

Respectfully submitted,

Sheri Collins

Recording Secretary

cc: CPWA Board of Directors
Neil Weiner, Esq.

2017 Capital Budget Report

2017 Capital Budget Items Completed in 2017

<u>Item</u>	<u>Estimated Cost</u>	<u>Actual Cost</u>	<u>Differential</u>
Brass Goods	\$25,000	\$12,079	\$12,921
Yearly Water Meter Purchases	\$140,000	\$119,731	\$20,269
SCADA System Work	\$10,000	\$4,041	\$5,959
Fire Hydrants	\$7,000	\$9,950	(\$2,950)
Pickup Truck	\$30,000	\$25,170	\$4,830
Well Redevelopment	\$15,000	\$0	\$15,000
Dehumidifier for Boyack WTP (Replacement)	\$4,000	\$2,554	\$1,446
Chemical Feed Pump - Boyack WTP (Replacement)	\$5,500	\$5,276	\$224
Refurbish CPWA's 1999 International Dump Truck	\$10,000	\$8,949	\$1,051
Folder/ Inserter	\$9,000	\$8,749	\$251
(3) Tank Mixers	\$61,825	\$62,130	(\$305)
New Well at Berry Farm	\$85,970	\$86,660	(\$690)
* Upgrade Elements Software	\$11,800	\$9,800	\$2,000
Total	<u>\$415,095</u>	<u>\$355,090</u>	<u>\$60,005</u>

2017 Capital Budget Items Still In Progress as of 12/31/17

Plank Rd Water Main Replacement	\$13,800	\$7,021	\$6,779
Total	<u>\$13,800</u>	<u>\$7,021</u>	<u>\$6,779</u>

2016 Capital Budget Items Completed in 2017

<u>Item</u>	<u>Estimated Cost</u>	<u>Cost-To-Date</u>	<u>Differential</u>
Installation of Preserve Well #7	\$86,735	\$53,885	\$32,850
Total	<u>\$86,735</u>	<u>\$53,885</u>	<u>\$32,850</u>

* Upgrade Elements Software was a 2015 Capital Budget Item (\$6,800.00 + \$5,000.00 Amended)