

**CLIFTON PARK WATER AUTHORITY
BOARD MEETING**

**Wednesday, September 15, 2021
7:00 PM**

AGENDA

Privilege of the Floor

Old Business

- Project to Increase Capacity from SCWA
- Project to Investigate Capacity Improvements in Preserve
- Verizon Request for Installation of Telecommunications Tower at Boyack WTP
- Water Main Replacement on Plank Road
- DISH Network Request for Installation of Telecommunications Equipment on Knolltop Water Storage Tank
- Verizon Request for Equipment Modification at Knolltop Water Storage Tank

New Business

- Engineering RFQ
- 2022 CPWA Operating and Capital Budget
- Lawn Irrigation System Rules and Regulations

Other Business

- Approve Minutes of August 11, 2021 Meeting

Clifton Park Water Authority

Resolution # ____, 2021

Amending Resolution # 17, 2020

Authorize Change Order for SCWA Interconnect Upgrade

WHEREAS, the Clifton Park Water Authority (CPWA) has awarded a construction contract for the construction of a pump station at its connection with the Saratoga County Water Authority, and

WHEREAS, additional pipe support work and electrical wiring not identified on the construction plans has resulted in the need for a Change Order to the original contract that totals more than the amount remaining in the contract allowance, and

WHEREAS, this contract was awarded by Resolution #17, 2020 at a meeting of the CPWA Board of Directors, and

WHEREAS, the CPWA Board of Directors wishes to approve the Change Order and amend the resolution to include an additional \$2,953.03 expenditure for the SCWA Interconnect Upgrade, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby approves the Change Order as attached and amends Resolution #17, 2020 to include an additional \$2,953.03 expense for pipe supports and electrical wiring and increase the Capital Budget item for this project accordingly.

Motion By: _____

Seconded By: _____

Roll Call Vote:

	<u>Ayes</u>	<u>Noes</u>
Mr. Gerstenberger	_____	_____
Mr. Ryan	_____	_____
Mr. Taubkin	_____	_____
Mr. Butler	_____	_____
Ms. Osborne	_____	_____

Date of Issuance: 9/9/21

Effective Date: 9/9/21

Owner: Clifton Park Water Authority

Owner's Contract No.:

Contractor: Wm J. Keller and Sons Construction

Contractor's Project No.: 20-20

Engineer: C.T. Male Associates

Engineer's Project No.: 18.8053

Project: CPWA Interconnect with SCWA

Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: Additional pipe supports in basement of pump station structure and wiring work for connection from meter and valve to pump station control panel.

Attachments: *Change Order Proposal for additional work from Wm. J. Keller and Sons Construction.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ <u>1,000,000.00</u>	Original Contract Times: Substantial Completion: <u>2/28/2021</u> Ready for Final Payment: <u>5/30/2021</u> days or dates
Increase from previously approved Change Orders No. 1 to No. 5: \$ <u>0.00</u>	Increase from previously approved Change Orders No. to No. 1-5: Substantial Completion: <u>9/30/2021</u> Ready for Final Payment: <u>10/15/2021</u> days or dates
Contract Price prior to this Change Order: \$ <u>1,000,000.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>2/28/2021</u> Ready for Final Payment: <u>5/30/2021</u> days or dates
Increase of this Change Order: \$ <u>2,953.03</u> (\$3,386.97 PAID UNDER ALLOWANCE ITEM)	Increase of this Change Order: Substantial Completion: <u>9/30/2021</u> Ready for Final Payment: <u>10/15/2021</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,002,953.03</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>9/30/2021</u> Ready for Final Payment: <u>10/15/2021</u> days or dates

RECOMMENDED:

By: Charles R. Hunt
Engineer (if required)

Title: Vice President of Engineering and Quality

Date: 9/14/2021

ACCEPTED:

By: _____
Owner (Authorized Signature)

Title

Date

ACCEPTED:

By: Jameson Phillips
Contractor (Authorized Signature)

Title: Vice President

Date: 9/14/21

Approved by Funding Agency (if applicable)

By: _____

Date: _____

Title: _____

Wm. J Keller & Sons Construction Corp.

Main Office | 1435 Route 9 | Castleton, NY 12033 | (518) 732-7782

Heavy & Highway | Utility Contractors | Site Development

www.wmjkellerandsons.com



"We Move the Earth"

CPWA Interconnect with SCWA - ADD

Date: 8/20/2021

Attn: Chad Kortz, P.E.
C.T. MALE ASSOCIATES
50 Century Hill Drive
Latham, NY 12110
Tel 518.786.7400

Dear Mr. Kortz:

Below is additional cost for pipe supports within the basement. The contract drawings only showed detail of a pipe support but didn't identify location or how many.

Work Summary:

1. Install additional pipe supports

Total ADD Amount: \$ 3,400

Wm. J. Keller & Sons Construction Corp.

C.T. MALE ASSOCIATES

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"We Move the Earth"

CPWA Interconnect with SCWA - ADD

Date: 8/20/2021

Attn: Chad Kortz, P.E.
C.T. MALE ASSOCIATES
50 Century Hill Drive
Latham, NY 12110
Tel 518.786.7400

Dear Mr. Kortz:

Below is additional cost from our electrician Stilsing Electric. There is additional work involved with wiring of electronic devices in the basement of the booster station that was not identified on the plans. Currently not having these items connected is delaying our start-up.

Work Summary:

1. Install wiring per Stilsing proposal

Total ADD Amount: \$ 2,940.00

Wm. J. Keller & Sons Construction Corp.

C.T. MALE ASSOCIATES



CHANGE ORDER PROPOSAL _____2_____

August 20, 2021

Attn: Jameson Phillips

W. J. Keller

Re: Add Scope 8/20/21 Clifton Park Interconnect

Stilsing Electric Inc. is pleased to provide you with the following proposal for electrical work on the above referenced project for the lump sum price of **\$2,800.00**. The scope of work for this job is detailed below.

SCOPE OF WORK:

- 120v sump pump connection.
- High level alarm.
- Flow control valve – tie into station controller.
- 12" Flow meter – tie into station controller.
- Insertion flow meter – tie into station controller.
- All work will be done during the normal working hours of 7AM to 3:30 PM Monday thru Friday unless otherwise noted.

All equipment is excluded.

No additional work will be performed without formal approval.

Upon approval, please sign & return:_____ date_____

If you should have any questions, please feel free to contact me at
(518) 463-4451 Ext 107.

Thanks,

Contractor's Application for Payment

Owner: CLIFTON PARK WATER AUTHORITY Engineer: C.T. MALE ASSOCIATES Contractor: WM. J KELLER & SONS CONSTRUCTION CORP Project: CPWA Interconnect with SCWA Contract: General Construction	Owner's Project No.: _____ Engineer's Project No.: 18.8053 Contractor's Project No.: 20-20
Application No.: 5 Application Date: 4/20/2021 Application Period: From 4/1/2021 to 4/30/2021	

1. Original Contract Price	\$ 1,000,000.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 1,000,000.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 658,404.90
5. Retainage	
a. 5% X \$ 426,559.90 Work Completed =	\$ 21,328.00
b. 5% X \$ 231,845.00 Stored Materials =	\$ 11,592.25
c. Total Retainage (Line 5.a + Line 5.b)	\$ 32,920.25
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 625,484.65
7. Less previous payments (Line 6 from prior application)	\$ 555,624.74
8. Amount due this application	\$ 69,859.91
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ 374,515.35

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: WM. J KELLER & SONS CONSTRUCTION CORP.
Signature: Jameson Phillips **Date:** 4/20/2021

Recommended by Engineer By: _____ Title: _____ Date: _____ Approved by Funding Agency By: _____ Title: _____ Date: _____	Approved by Owner By: _____ Title: _____ Date: _____ By: _____ Title: _____ Date: _____
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Contractor's Application for Payment

Owner:	CLIFTON PARK WATER AUTHORITY					Owner's Project No.:		
Engineer:	C.T. MALE ASSOCIATES					Engineer's Project No.:	18.8053	
Contractor:	WM. J KELLER & SONS CONSTRUCTION CORP					Contractor's Project No.:	20-20	
Project:	CPWA Interconnect with SCWA							
Contract:	General Construction							

Application No.:	5	Application Period:	From	04/01/21	to	04/30/21	Application Date:	04/20/21
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A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
1	GENERAL CONDITIONS	24,147.00	11,536.75	5,610.25		17,147.00	71%	7,000.00
2	EROSION & SEDIMENT CONTROL	5,877.00	4,438.50	438.50		4,877.00	83%	1,000.00
3	TESTING	6,009.00	1,100.90	-		1,100.90	18%	4,908.10
4	TEST PITS	3,252.00	3,252.00			3,252.00	100%	
5	BUILDING EXCAVATION & SUPPORT	86,112.00	86,112.00	-		86,112.00	100%	-
6	BUILDING FOUNDATION	52,968.00	52,968.00	-		52,968.00	100%	-
7	BUILDING BACKFILL	4,159.00	4,159.00	-		4,159.00	100%	-
8	BOOSTER PUMP STATION	475,495.00	-	-	231,845.00	231,845.00	49%	243,650.00
9	INTERIOR PLUMBING	161,801.00	100,526.00	45,000.00	-	145,526.00	90%	16,275.00
10	16" WATER	22,896.00	17,172.00	5,724.00		22,896.00	100%	-
11	24" WATER	83,820.00	67,056.00	16,764.00		83,820.00	100%	-
12	4" SANITARY SEWER	3,024.00		-		-	0%	3,024.00
13	ELECTRICAL	30,040.00		-		-	0%	30,040.00
14	RESTORATION	10,400.00		-		-	0%	10,400.00
15	ALLOWANCE	30,000.00	4,702.00	-		4,702.00	16%	25,298.00
						-		-
						-		-
						-		-
						-		-
						-		-
Original Contract Totals		\$ 1,000,000.00	\$ 353,023.15	\$ 73,536.75	\$ 231,845.00	\$ 658,404.90	66%	\$ 341,595.10

Contractor's Application for Payment

Owner: CLIFTON PARK WATER AUTHORITY Engineer: C.T. MALE ASSOCIATES Contractor: WM. J KELLER & SONS CONSTRUCTION CORP Project: CPWA Interconnect with SCWA Contract: General Construction	Owner's Project No.: _____ Engineer's Project No.: 18.8053 Contractor's Project No.: 20-20
Application No.: 6 Application Date: 8/27/2021 Application Period: From 5/1/2021 to 8/31/2021	

1. Original Contract Price	\$ 1,000,000.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 1,000,000.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 982,591.03
5. Retainage	
a. 5% X \$ 982,591.03 Work Completed =	\$ 49,129.55
b. 5% X \$ - Stored Materials =	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 49,129.55
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 933,461.48
7. Less previous payments (Line 6 from prior application)	\$ 625,484.65
8. Amount due this application	\$ 307,976.83
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ 66,538.52

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: WM. J KELLER & SONS CONSTRUCTION CORP.
Signature: Jameson Phillips **Date:** 8/24/2021

Recommended by Engineer By: <u>Charles R. Hoyt</u> Title: Vice President Date: 9/9/2021	Approved by Owner By: _____ Title: _____ Date: _____
Approved by Funding Agency By: _____ Title: _____ Date: _____	

Contractor's Application for Payment

Lump Sum

Clifton Park Water Authority

Resolution # ____, 2021

Amending Resolution # 15, 2021

Approve Additional Expenditure for Plank Road Main Realignment

WHEREAS, the Clifton Park Water Authority (CPWA) Board of Directors passed Resolution #15, 2021 authorizing work to realign a section of water main on Plank Road in the amount of \$40,378.69, and

WHEREAS, the contractor, Carver Construction, has incurred additional costs totaling \$1,739.55 for concrete and pipe fittings that were not included in their original price, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby approves an additional expenditure of \$1,739.55 for concrete and pipe fittings related to the Plank Road water main realignment.

Motion By: _____

Seconded By: _____

Roll Call Vote:

	<u>Ayes</u>	<u>Noes</u>
Mr. Gerstenberger	_____	_____
Mr. Ryan	_____	_____
Mr. Taubkin	_____	_____
Mr. Butler	_____	_____
Ms. Osborne	_____	_____

COST ANALYSIS

Total Cost

\$42,118.24

CARVER CONSTRUCTION INC.	DATE	7/8/2021
PROJECT NUMBER	ITEM	Waterline Change
PROJECT DESC.	DESC.	
QUANTITY	UNITS	L.S.

DIRECT	TOTAL	OVERTIME	RATE	REGULAR	OVERTIME
LABOR	HOURS	HOURS	HOURLY	COST	COST
FOREMAN	25.0	4.0	47.82	1195.50	95.64
LABORER C	50.0	8.0	35.59	1779.50	142.36
LABORER B	0.0	0.0	35.35	0.00	0.00
OPERATOR A	25.0	4.0	47.82	1195.50	95.64
OPERATOR B	25.0	4.0	46.91	1172.75	93.82
TEAMSTER	0.0	0.0	33.09	0.00	0.00
OTHER	0.0	0.0	0.00	0.00	0.00
			TOTAL	5343.25	427.46

SUPPLEMENTS	HOURS	RATE	COST
FOREMAN	25.0	29.60	740.00
LABORER C	50.0	25.15	1257.50
LABORER B	0.0	25.15	0.00
OPERATOR A	25.0	29.60	740.00
OPERATOR B	25.0	29.60	740.00
TEAMSTER	0.0	27.52	0.00
OTHER	0.0	0.00	0.00
		TOTAL	3477.50

TAXES & INSUR. ON DIRECT LABOR:	RATE	COST
	24.00%	1384.97

LABOR SUMMARY

DIRECT LABOR	5343.25
PREMIUM TIME	427.46
SUPPLEMENTS	3477.50
TAXES & INSURANCE	1384.97
DIRECT, SUPPL, TAXES & INS	10633.18
15% OVERHEAD & PROFIT	1594.98
TOTAL LABOR COST	12228.16

PROJECT NUMBER	0	ITEM	Sewer Break
PROJECT DESC.	Plank & Nadler Rd Culverts	DESC:	0

EQUIPMENT

MODEL/YEAR	BLUEBOOK	TOTAL	RATE	OPERATING	EQUIPMENT
DESCRIPTION	PAGE	HOURS	HOURLY	COST/HOURLY	TOTAL
PICKUP TRUCK 3/4 TON		20.0	7.27	16.77	480.80
LOADER		20.0	23.44	26.89	1006.60
EXCAVATOR		20.0	92.13	76.44	3371.40
ROLLER		10.0	29.70	43.90	736.00
		0.0	0.00	0.00	0.00
		0.0	0.00	0.00	0.00
		0.0	0.00	0.00	0.00
		0.0	0.00	0.00	0.00
PROFIT & OVERHEAD				15.00%	839.22
				TOTAL	6434.02

MATERIALS, SUBCONTRACT & OTHER

DESCRIPTION	QUANTITY	UNIT	COST/UNIT	TOTAL
Asbestos Removal	1.00	LS	12500.00	12500.00
Ferguson Material	1.00	LS	4448.92	4448.92
Select Fill	20.00	Ton	12.50	250.00
Crushed Stone	10.00	Ton	16.00	160.00
Concrete	1.00	LS	1783.98	1783.98
Misc. Chlorine	1.00	LS	50.00	50.00
Triaxle Truck	10.00	Hours	115.00	1150.00
Added Cost for Larger Hymax	1.00	LS	53.68	53.68
			0.00	0.00
			0.00	0.00
			0.00	0.00
			0.00	0.00
			TOTAL	20396.58
PROFIT & OVERHEAD			15.00%	3059.49
TOTAL MATERIAL, SUBCONTRACT & OTHER				23456.07

COST ANALYSIS SUMMARY

LABOR COST	12228.16
EQUIPMENT COST	6434.02
MATERIAL, SUBCONT. & OTHER	23456.07
TOTAL ITEM COST	\$42,118.24

AGREED PRICE PER UNIT

\$42,118.24	L.S.
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Clifton Park Water Authority

Resolution # ___, 2021

Authorize Verizon Equipment Modifications at Knolltop Tank

WHEREAS, Verizon Wireless has requested consent from the CPWA for modification of their telecommunications equipment at the CPWA's Knolltop Water Storage Tank, and

WHEREAS, the additional loading is minimal and poses no significant structural impacts to the tank, and

WHEREAS, the Lease Agreement between the CPWA and Verizon Wireless requires approval by the CPWA for such modifications when additional loading on the tank is proposed, and

WHEREAS, Verizon Wireless has provided plans and structural analyses for these modifications that have been reviewed and deemed acceptable by the CPWA's Administrator and CT Male Associates, now therefore be it

RESOLVED, that the CPWA Board of Directors hereby consents to the equipment modification request by Verizon Wireless and authorizes the CPWA Administrator to execute any documents needed to provide such consent.

Motion By: _____

Seconded By: _____

Roll Call Vote:

	<u>Ayes</u>	<u>Noes</u>
Mr. Gerstenberger	_____	_____
Mr. Ryan	_____	_____
Mr. Taubkin	_____	_____
Mr. Butler	_____	_____
Ms. Osborne	_____	_____

Clifton Park Water Authority Request for Qualifications for Engineering Services

The Clifton Park Water Authority (CPWA) is a public water supply, providing potable drinking water to the residents of the towns of Clifton Park and Malta. Its goal is to provide the cleanest, safest drinking water possible to its customer base.

The Authority provides service through approximately 200 miles of pipe from interconnections with the Saratoga County Water Authority, neighboring municipalities and CPWA-owned production and treatment facilities.

Engineering support is routinely required to keep the Authority's network of water production, treatment and distribution facilities operating at optimal performance. Engineering related services may include the preparation of reports, inspection and maintenance plans, emergency action plans, feasibility studies, assessment of conditions, safety inspections, annual certifications, analysis of alternatives, preparation of cost estimates, development of designs for new construction, alterations, renovations and repairs, including technical documents, specifications, engineering drawings, calculations, various construction engineering services, cost estimating, funding assistance and other services as may be required with various water-related facilities throughout the CPWA water system or under its responsibility. The services under this contract will be on a time and materials and/or a lump sum basis.

The CPWA is requesting that your firm provide a response that shall include a Technical Proposal, a Cost Proposal and a proposed contract for engineering services in support of CPWA projects, as requested.

Technical Proposals should contain the following information:

- Letter of Transmittal
- Company description and history
- List of other clients, including government clients
- Consultant's experience, ability and financial standing
 - Description of qualifications for this contract and similar experience on related projects are to be submitted. Descriptions should include a summary of work performed, the period over which the work was complete and the extent of the consultant's effort
- Staffing
 - Description of how the Consultant proposes to staff typical projects
 - Submission of an organization structure
 - Identify project members and provide specific responsibilities on the project and previous experience. Resumes are to be included.

Cost Proposals should contain the following information:

- Details of proposed fee structure
- A schedule of hourly billing rates per job classification
- A detailed description of any additional costs, such as billing out-of-pocket expenses, travel and any other applicable expense categories
- Proposed contract

You have been selected to receive this Request for Qualifications for Engineering Services after a thorough research and review of your company. The purpose of this document is to allow interested parties the opportunity to prepare and submit in a competitive program for the above-mentioned products and services, as desired by the CPWA.

The Authority will review the Qualifications responses from each vendor. All responses will be compared against each other and rated. Respondents will be evaluated based on the following categories, in no particular order of importance:

- Level of Staff Experience in Applicable Areas of Expertise
- Level of Firm's Experience in Water Supply Engineering
- Quality of Work
- Responsiveness and Quality of Customer Service
- Price
- Company Stability, Reliability and References

The CPWA wishes to identify a vendor(s) that will provide the highest quality of engineering services to the Authority and its customers. The successful bidder(s) must be able to demonstrate outstanding commitment to customer service which will provide the best value.

Your response is due at 3:00 PM on Wednesday, October 6, 2021. All information contained in this offering is considered confidential and all recipients are required to refrain from discussing the contents with anyone not directly involved with responding to this request.

Proposals for engineering services should be mailed to:

Donald Austin, Administrator
Clifton Park Water Authority
661 Clifton Park Center Road
Clifton Park, NY 12065

Electronic copies should also be sent to daustin@cpwa.org for distribution to, and review by the CPWA Board of Directors.

Any inquiries regarding this RFQ can be sent via email to Don Austin at daustin@cpwa.org.

CPWA reserves the right to accept or reject any or all responses.

The CPWA thanks you for your interest and looks forward to reviewing your response.

Sincerely,

Donald J. Austin Jr.
Authority Administrator

Cc: CPWA Board of Directors
Mr. James Trainor, ESQ

CLIFTON PARK WATER AUTHORITY



**PRELIMINARY BUDGET
FISCAL YEAR 2022**

BENEFIT WORKSHEET

	Monthly Premium	Annual Health Cost	Dental	Deductible	CPWA Portion	Vision	Life	Total
AUSTIN	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 25,926	\$ 350	129	\$ 26,405
COLLINS	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 25,926	\$ 350	129	\$ 26,405
MOUNTAIN	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	129	\$ 25,280
TALBOT	\$ 616.86	\$ 7,495	\$ 570	\$ 2,750	\$ 10,068	\$ 350	129	\$ 10,547
MACYGIN	\$ 1,233.72	\$ 14,990	\$ 1,150	\$ 5,500	\$ 19,338	\$ 350	129	\$ 19,817
TOTAL ADM		\$ 86,565	\$ 5,170	\$ 24,750	\$ 106,059	\$ 1,750	645	\$ 108,454
MARSHALL	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
AUSTIN, J	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
GOLDEN	\$ 1,233.72	\$ 14,990	\$ 1,150	\$ 5,500	\$ 19,338	\$ 350	\$ 129	\$ 19,817
FRENCH	\$ 1,048.66	\$ 12,741	\$ 1,150	\$ 5,500	\$ 17,411	\$ 350	\$ 129	\$ 17,890
STRANEY	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
MILLER	\$ 616.86	\$ 7,495					\$ 129	\$ 129
CLARK	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
SIMMONS	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
FOX	\$ 1,758.05	\$ 21,360	\$ 1,150	\$ 5,500	\$ 24,801	\$ 350	\$ 129	\$ 25,280
MACKEY	\$ 616.86	\$ 7,495	\$ 570	\$ 2,750	\$ 10,068	\$ 350	\$ 129	\$ 10,547
HOFF		\$ 2,100	\$ 1,150		\$ 3,089	\$ 350	\$ 129	\$ 3,568
GILGALLON	\$ 616.86	\$ 7,495	\$ 1,150	\$ 2,750	\$ 10,595	\$ 350	\$ 129	\$ 11,074
TOTAL O&M		\$ 180,477	\$ 12,070	\$ 49,500	\$ 209,304	\$ 3,850	\$ 1,548	\$ 214,702
CONNOR		\$ 4,160	\$ 1,150		\$ 5,310	\$ 350		\$ 5,660
SCHLESIER, W		\$ 5,520			\$ 5,520			\$ 5,520
SCHLESIER, B		\$ 5,520			\$ 5,520			\$ 5,520
HATTER	\$ 1,048.66	\$ 12,741		\$ 5,500	\$ 16,330			\$ 16,330
TOTAL RETIREES		\$ 27,941	\$ 1,150	\$ 5,500	\$ 32,680	\$ 350	\$ -	\$ 33,030

OPERATION AND MAINTENANCE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2022</u> <u>PROPOSED</u>	<u>2021</u> <u>ADOPTED</u>	<u>2020</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
5000	WAGES	\$ 721,648	\$ 702,015	\$ 674,016	2.80
5001	OVERTIME	\$ 55,500	\$ 55,500	\$ 56,258	0.00
5002	SEASONAL EMPLOYEES	\$ 14,500	\$ 14,500	\$ 9,312	0.00
5010	FICA + MEDICARE	\$ 60,561	\$ 59,059	\$ 56,814	2.54
5020	RETIREMENT	\$ 137,978	\$ 134,478	\$ 109,828	2.60
5125	HEALTH INSURANCE	\$ 242,072	\$ 235,980	\$ 223,740	2.58
	SUBTOTAL	<u>\$ 1,232,259</u>	<u>\$ 1,201,532</u>	<u>\$ 1,129,968</u>	2.56
5310	CONSULTANT FEES	\$ 1,000	\$ 1,000	\$ -	0.00
5320	LAB FEES	\$ 40,000	\$ 40,000	\$ 35,456	0.00
5330	EDUCATION	\$ 3,000	\$ 3,000	\$ 1,574	0.00
5400	ELECTRICITY	\$ 275,000	\$ 275,000	\$ 243,196	0.00
5405	GAS & OIL	\$ 27,000	\$ 27,000	\$ 17,611	0.00
5500	TREATMENT CHEMICALS	\$ 185,000	\$ 200,000	\$ 170,101	(7.50)
5610	SUPPLIES	\$ 7,500	\$ 7,500	\$ 7,365	0.00
5700	REPAIRS & MAINTENANCE	\$ 195,000	\$ 195,000	\$ 194,382	0.00
5710	SMALL TOOLS	\$ 5,200	\$ 5,200	\$ 3,938	0.00
5715	CONTRACTED REPAIRS	\$ 60,000	\$ 60,000	\$ 39,734	0.00
5730	UNIFORMS	\$ 6,000	\$ 6,000	\$ 5,017	0.00
5805	VEHICLE MAINTENANCE	\$ 16,000	\$ 16,000	\$ 20,393	0.00
5810	MILEAGE	\$ 1,100	\$ 1,100	\$ 686	0.00
5901	PRESERVE RENTAL	\$ 61,000	\$ 61,000	\$ 60,947	0.00
5902	NPDES PERMIT	\$ 2,500	\$ 2,000	\$ 2,500	25.00
5903	PURCHASED WATER	\$ 900,000	\$ 825,000	\$ 1,154,035	9.09
5910	EQUIPMENT RENTAL	\$ 1,500	\$ 1,500	\$ 1,409	0.00
5950	PROPERTY TAXES - MALTA	\$ 80,000	\$ 80,000	\$ 67,729	0.00
6000	MISCELLANEOUS	\$ 9,000	\$ 9,000	\$ 12,685	0.00
	SUBTOTAL	<u>\$ 1,875,800</u>	<u>\$ 1,815,300</u>	<u>\$ 2,038,758</u>	3.33
TOTAL O & M		<u>\$ 3,108,059</u>	<u>\$ 3,016,832</u>	<u>\$ 3,168,726</u>	3.02

GENERAL AND ADMINISTRATIVE EXPENSES

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2022</u> <u>PROPOSED</u>	<u>2021</u> <u>ADOPTED</u>	<u>2020</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
7000	WAGES	\$ 355,969	\$ 347,748	\$ 370,298	2.36
7010	FICA + MEDICARE	\$ 27,002	\$ 26,373	\$ 25,496	2.39
7020	RETIREMENT	\$ 64,240	\$ 62,744	\$ 54,004	2.38
7125	HEALTH INSURANCE	\$ 114,114	\$ 110,204	\$ 99,240	3.55
	SUBTOTAL	<u>\$ 561,325</u>	<u>\$ 547,069</u>	<u>\$ 549,038</u>	2.61
7100	INSURANCE, GENERAL	\$ 38,000	\$ 35,000	\$ 31,948	8.57
7105	WORKERS COMPENSATION	\$ 44,370	\$ 37,323	\$ 31,925	18.88
7310	CONSULTANT FEES	\$ 6,000	\$ 5,000	\$ 7,906	20.00
7320	DUES	\$ 600	\$ 600	\$ 253	0.00
7330	EDUCATION	\$ 1,000	\$ 1,000	\$ 545	0.00
7400	OFFICE SUPPLIES	\$ 25,000	\$ 25,000	\$ 29,187	0.00
7410	POSTAGE	\$ 30,500	\$ 30,500	\$ 31,003	0.00
7420	AUDIT & ACCOUNTING	\$ 36,000	\$ 36,000	\$ 34,918	0.00
7425	LEGAL FEES	\$ 23,000	\$ 23,000	\$ 7,880	0.00
7430	ENGINEERING FEES	\$ 11,000	\$ 11,000	\$ 8,663	0.00
7600	SERVICE CONTRACTS	\$ 27,000	\$ 27,000	\$ 22,169	0.00
7700	TELEPHONE EXPENSES	\$ 15,000	\$ 15,000	\$ 14,086	0.00
7705	TECHNICAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 2,849	0.00
7710	UTILITIES OFFICE	\$ 7,000	\$ 7,000	\$ 7,934	0.00
7810	MILEAGE	\$ 200	\$ 200	\$ -	0.00
7815	TRAVEL	\$ 500	\$ 500	\$ -	0.00
7820	BAD DEBT EXPENSE	\$ 4,000	\$ 4,000	\$ 8,343	0.00
7822	COLLECTION AGENCY FEE	\$ 300	\$ 300	\$ 12	0.00
7824	BANK SERVICE CHARGE	\$ 6,360	\$ 6,360	\$ 6,095	0.00
7990	MISCELLANEOUS	\$ 4,000	\$ 4,000	\$ 2,272	0.00
	SUBTOTAL	<u>\$ 281,830</u>	<u>\$ 270,783</u>	<u>\$ 247,988</u>	4.08
<u>TOTAL GENERAL & ADMINISTRATIVE</u>		<u>\$ 843,155</u>	<u>\$ 817,852</u>	<u>\$ 797,026</u>	3.09

BUDGET SUMMARY

	<u>2022</u> <u>PROPOSED</u>	<u>2021</u> <u>ADOPTED</u>	<u>2020</u> <u>ACTUAL</u>	<u>CHANGE (%)</u>
<u>EXPENSES</u>				
WAGES AND BENEFITS	\$ 1,793,584	\$ 1,748,601	\$ 1,679,006	2.57
ADMINISTRATION EXPENSES	\$ 281,830	\$ 270,783	\$ 247,988	4.08
O & M EXPENSES	\$ 1,875,800	\$ 1,815,300	\$ 2,038,758	3.33
TOTAL OPERATIONAL COSTS	\$ 3,951,214	\$ 3,834,684	\$ 3,965,752	3.04
DEBT SERVICE COSTS	\$ 1,987,013	\$ 1,987,413	\$ 1,987,413	(0.02)
TOTAL EXPENDITURES	<u>\$ 5,938,227</u>	<u>\$ 5,822,097</u>	<u>\$ 5,953,165</u>	1.99
<u>REVENUES</u>				
METERED WATER SALES	\$ 4,450,000	\$ 4,386,000	\$ 4,851,953	1.46
BULK SALES	\$ 50,000	\$ 50,000	\$ 61,643	0.00
HYDRANT CHARGES	\$ 528,643	\$ 508,177	\$ 492,781	4.03
PRIVATE FIRE	\$ 35,000	\$ 34,000	\$ 34,324	2.94
HOOK UP FEE	\$ 70,000	\$ 65,000	\$ 85,950	7.69
BASIC SERVICE CHARGE	\$ 1,066,300	\$ 1,052,000	\$ 1,046,916	1.36
LEASE INCOME	\$ 140,652	\$ 137,000	\$ 133,545	2.67
INTEREST ON CAPITAL	\$ 5,000	\$ 5,000	\$ 43,681	0.00
MISCELLANEOUS*	\$ 30,000	\$ 30,000	\$ 30,639	0.00
TOTAL REVENUE	<u>\$ 6,375,595</u>	<u>\$ 6,267,177</u>	<u>\$ 6,781,432</u>	1.73
RESERVED, CAPITAL	\$ 437,368	\$ 445,080	\$ 828,267	
DEBT SERVICE RATIO	1.22	1.22	1.42	

Miscellaneous Revenues include charges and fees such as: Inspection Fees, Interest Charges, Plan Review Fees, Hydrant Permit Fees and others.

**Clifton Park Water Authority
2022 Capital Budget**

<u>Item</u>	<u>Estimated Cost</u>
Brass Goods	\$ 19,000
Water Meters (Includes Routine Meter Replacements and Scheduled Replacements)	\$ 135,000
Dump Body for GMC Dump Truck	\$ 20,000
(1) Pickup Truck	\$ 36,000
Replacement Tracks for Excavator	\$ 6,500
Vacuum Excavator	\$ 89,000
Boyack Computer and Controller	\$ 7,500
Chemical Feed Pump Assembly - Boyack	\$ 10,000
Well Redevelopment (Berryfarm, Oakwood, Boyack #5)	\$ 40,000
 Total	 <u>\$ 363,000</u>
 CPWA Fund Balance (as of 9/14/21)	 \$ 3,223,445

Clifton Park Water Authority

Resolution # ____, 2021

Approve Lawn Irrigation System Rules and Regulations

WHEREAS, the Clifton Park Water Authority (CPWA) wishes to adopt rules and regulations for the installation of underground lawn irrigation systems, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby adopts Lawn Irrigation System Rules and Regulations as attached.

Motion By: _____

Seconded By: _____

Roll Call Vote:

	<u>Ayes</u>	<u>Noes</u>
Mr. Gerstenberger	_____	_____
Mr. Ryan	_____	_____
Mr. Taubkin	_____	_____
Mr. Butler	_____	_____
Ms. Osborne	_____	_____

Clifton Park Water Authority

Rules and Regulations for Underground Irrigation Systems

Any property owner wanting to install an underground lawn sprinkler system must comply with the following requirements:

Permit

1. The property owner or installer must apply for and obtain a permit from the CPWA for the installation of the system.
2. The property owner or installer must pay the applicable permit fee.
3. A sketch plan of the proposed irrigation system must be presented at the time of application.

Residential System Installation

1. All new construction must have metered water service prior to the installation of the system.
2. The connection to the water supply must be made in an interior location, protected from freezing.
3. The connection to the water supply must be made at a point downstream of the water meter and main check valve to the building.
4. All systems shall be controlled by a time clock capable of programming the system to comply with the CPWA's lawn watering restrictions. Installer or homeowner must demonstrate to the CPWA inspector that the system is set up to comply with these restrictions.
5. All systems must be equipped with a rain sensor capable of preventing the system from running automatically when not needed. Rain sensors must be installed a minimum of 3 feet from the building foundation and in an uncovered location that allows access to normal rainfall.
6. All systems must be equipped with a double check valve assembly, installed within the interior of the building to prevent freezing.

7. All systems must be equipped in such a manner as to allow for the draining/purging of water from the irrigation system during winter, without the need to blow compressed air through any water meters or backflow prevention devices.
8. Service lines to the irrigation system can be no larger than 1-inch in diameter and sprinkler head orifices no larger than 3/16 of an inch.
9. No portion of the proposed irrigation system shall be installed within the public right-of way of any road, or within any easement.
10. All installations must be inspected by CPWA personnel prior to use to ensure compliance with these regulations. Inspections must be scheduled a minimum of 24 hours in advance.
11. Follow-up appointments needed due to a failed inspection of the system by the CPWA will result in a reinspection fee assessed to the homeowner.
12. Installation of an irrigation system without applying for and receiving a permit from the CPWA will result in a fine of \$250 for each installation begun prior to permit issuance.

Commercial System Installation

Commercial irrigation system installations will be subject to the regulations described above for residential systems, with the following exceptions:

1. Commercial irrigation systems require a separate water meter, located at the connection to the building plumbing. This connection must be made in a manner such that the irrigation meter is a submeter of the main building water meter.
2. The type of backflow preventer required will be based on the type of hazard to the public water supply presented by the building's expected use. The CPWA Administrator will have the right to determine the level of hazard and what device must be installed.