



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

JULY 13, 2022

Those present were: Mr. Helmut Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. Peter Taubkin, Board Member; Mr. Donald Austin Jr., Administrator; Mr. Ronald Marshall, Superintendent; Mr. James Trainor, Attorney; and Mr. Brock Juusola, Delaware Engineering. Absent: Mr. William Butler, Treasurer; and Ms. Alexis Osborne, Secretary.

Mr. Gerstenberger called the meeting to order at 7:05pm.

APPROVE MINUTES OF JUNE 1, 2022 MEETING

Mr. Gerstenberger made a **motion** to approve the June 1, 2022 board meeting minutes; seconded by Mr. Ryan. The **motion** carried 3-0, 2 absent.

OLD BUSINESS

PROJECT TO INCREASE CAPACITY FROM SCWA

The pumpstation is running. There is still an issue with the meter transmitting a signal to the panel. Mr. Austin received notification today that Badger Meter is sending another meter head. They requested the current meter head be sent back so they can analyze it. Mr. Austin is withholding final payment to the contractor until this issue is corrected.

DISH NETWORK LEASE REQUEST

Mr. Trainor has gone back and forth with DISH several times. He presented DISH Network with a final proposal on July 11th and gave them 30 days to accept.

NEW BUSINESS

AMEND 2022 CAPITAL BUDGET

- MANGANESE GREENSAND – BOYACK ROAD WTP
- FILTER REPAIRS – BOYACK ROAD WTP

A **motion** was made by Mr. Ryan to amend the Capital Budget for Boyack filter media and filter repairs; seconded by Mr. Taubkin.

RESOLUTION #20, 2022 – AMENDING RESOLUTION #21, 2021

AMEND CAPITAL BUDGET FOR BOYACK FILTER MEDIA & BOYACK FILTER REPAIRS

WHEREAS, erosion of three deflector plates and a water line end cap within three of the manganese greensand filters at the Boyack Road Water Filtration Plant caused the need to replace the greensand media in one of the filters and hire a welding contractor to replace the deflector plates and end cap, and

WHEREAS, the cost of the media replacement (including vacuum services to remove the remaining media) and the contracted welding work was \$29,975.00 and \$11,242.00, respectively, and

WHEREAS, the Clifton Park Water Authority Board of Directors passed Resolution #21, 2021 adopting the Capital Budget for 2022, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby amends the 2022 Capital Budget to add line items for the replacement of filter media and contracted welding work associated with repairs to multiple filters at the Boyack Road Water Treatment Plant in the amounts of \$29,975.00 and \$11,242.00, respectively.

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Absent
Ms. Osborne	- Absent

• **NEW VARIABLE FREQUENCY DRIVE – BOYACK ROAD WTP**

A **motion** was made by Mr. Gerstenberger to amend the Capital Budget for a new variable frequency drive for Boyack Well 5; seconded by Mr. Ryan.

**RESOLUTION #21, 2022 – AMENDING RESOLUTION #21, 2021
AMEND CAPITAL BUDGET FOR NEW VARIABLE FREQUENCY DRIVE FOR BOYACK
WELL 5**

WHEREAS, the variable frequency drive for Well 5 at the Boyack Road Water Treatment Plant needed to be replaced due to an irreparable failure, and

WHEREAS, Siewert Equipment provided a replacement drive in the amount of \$5,738.00 including startup and freight, and

WHEREAS, the Clifton Park Water Authority Board of Directors passed Resolution #21, 2021 adopting the Capital Budget for 2022, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby amends the 2022 Capital Budget to add a line item for the purchase and startup of a variable frequency drive for Well 5 at the Boyack Road Water Treatment Plant in the amount of \$5,738.00.

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Absent
Ms. Osborne	- Absent

- **ENGINEERING COSTS ASSOCIATED WITH PRESERVE ACCESS ROAD IMPROVEMENTS**

A **motion** was made by Mr. Ryan to amend the Capital Budget for engineering of Preserve access road improvements; seconded by Mr. Taubkin.

**RESOLUTION #22, 2022 – AMENDING RESOLUTION #21, 2021
AMEND CAPITAL BUDGET FOR ENGINEERING OF PRESERVE ACCESS ROAD
IMPROVEMENT**

WHEREAS, the CPWA Board of Directors passed Resolution #17, 2022 authorizing the purchase of permeable pavers for the improvement of the access road in the Vischer Ferry Nature Preserve, and

WHEREAS, the cost of the engineering work by Delaware Engineering to design the access road improvements was \$11,611.70, and

WHEREAS, the Clifton Park Water Authority Board of Directors passed Resolution #21, 2021 adopting the Capital Budget for 2022, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby amends the 2022 Capital Budget to add a line item for the engineering work by Delaware Engineering to design Vischer Ferry Preserve access road improvements in the amount of \$11,611.70.

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Absent
Ms. Osborne	- Absent

- **AUTHORIZE DELAWARE ENGINEERING TO DEVELOP WATER SYSTEM MODEL**

Mr. Juusola presented the Board with a proposal to develop a hydraulic model of the CPWA's water distribution system. The purpose of this project is to develop a baseline system model that can be utilized to determine systemwide impacts from various changes that will occur within the system. While the model will be initially utilized to determine the systemwide impacts of modifying tank operations, the model will be available to determine impacts from future connections. This model will also be available for use in determining the overall system impacts and developing the design conditions for potential additional water sources. Delaware Engineering personnel will provide a demonstration of an operating model to the CPWA. While Delaware Engineering will develop and maintain the model on their server, the CPWA will maintain ownership of the overall model. The model will be developed utilizing the Authority's GIS data base, publicly available LiDAR information, as-built plans and existing pump curves. The model will be calibrated utilizing currently available fire flow data. Delaware Engineering has provided a cost for creating the model of \$10,000.00.

The Board asked Mr. Austin to go back to CT Male Associates and request the model they built for the CPWA, which then could be used as a baseline for the updated model.

ROUTE 146A BALLSTON LAKE WATER DISTRICT RATE REVIEW

The customers of the Ballston Lake Water District (BLWD) pay a service fee to the CPWA. The service fee is subject to review by the CPWA at five-year intervals to ensure that the cost of administering the agreement is fair and adequate. Mr. Austin prepared a spreadsheet showing the amount of water purchased from the Town of Ballston in 2021 (1,146,960 gallons @ \$5.50/1,000 gallons = \$6,308.28) and the amount of water billed to the BLWD customers in 2021 (1,116,600 gallons @ \$6.15/1,000 gallons = \$7,425.63, as well as a basic service charge of \$1,920.00 for a total of \$9,345.63. The 2021 surplus to pay for maintenance within the district = \$3,037.35. Mr. Austin feels the current service fee is adequate at this time.

OTHER BUSINESS

- Mr. Gerstenberger announced that Alexis Osborne has given her resignation as a board member. She has accepted a new position with New York State. The Board thanked her for her services and wished her well. Mr. Gerstenberger made a **motion** to accept Ms. Osborne's resignation from the Board; seconded by Mr. Ryan. The **motion** carried 3-0, 2 absent.
- Mr. Austin reported the NYS Department of Health did their sanitary inspection today. No issues were found. They also had a conversation about CPWA capacity issues.
- Mr. Austin is scheduling a meeting with the Town of Ballston to amend the current agreement to update the language to reflect the new connection and billing of water.

The CPWA's next board meeting is scheduled for Wednesday, August 17, 2022 at 7pm.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 7:56pm; seconded by Mr. Taubkin. The **motion** carried 3-0, 2 absent.

Respectfully submitted,
Sheri Collins
Recording Secretary

cc: CPWA Board of Directors
Trainor Law PLLC