

CLIFTON PARK WATER AUTHORITY

BOARD MEETING NOTICE

TUESDAY, FEBRUARY 20, 2024

7:00PM

661 CLIFTON PARK CENTER ROAD

CLIFTON PARK, NY 12065

**CLIFTON PARK WATER AUTHORITY
BOARD MEETING**

**Tuesday, February 20, 2024
7:00 PM**

AGENDA

- Approve Minutes of December 12, 2023 Meeting

Privilege of the Floor

Old Business

- Peacock Glen Property
- Sprint Equipment Removal- Knoll Top

New Business

- Resolution Appointing Chris Wheland as Administrator
- Organizational Resolutions

Other Business

CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

FEBRUARY 20, 2024

Those present were: Mr. Helmut Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. William Butler, Treasurer; Mr. Peter Taubkin Secretary; Ms. Julia Haig, Board Member; Mr. Chris Wheland, Administrator; Mr. Ronald Marshall, Superintendent; Ms. Diana DeSanto of Trainor, Pezzulo, & DeSanto PLLC (covering for Mr. James Trainor), and Mr. Brock Juusola of Delaware Engineering.

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

APPROVE MINUTES OF DECEMBER 12, 2023 MEETING

Mr. Gerstenberger made a **motion** to approve the minutes of the December 12, 2023 board meeting; seconded by Mr. Butler. The **motion** carried 5-0.

PRIVILEGE OF THE FLOOR

No members of the public present.

OLD BUSINESS

PEACOCK GLEN PROPERTY

Mr. Wheland stated no updates to report.

SPRINT EQUIPMENT REMOVAL AT KNOLLTOP

Mr. Wheland contacted Sprint and they will be back in the Spring to re-paint the top of the tank. The CPWA crew will take care of the miscellaneous items that needed to be fixed.

NEW BUSINESS

RESOLUTION APPOINTING CHRIS WHELAND AS ADMINISTRATOR

A **motion** was made by Mr. Gerstenberger appointing Chris Wheland as Administrator; seconded by Mr. Ryan.

RESOLUTION #1, 2024 – APPOINTING CHRIS WHELAND AS ADMINISTRATOR

WHEREAS, the Clifton Park Water Authority wishes to appoint Chris Wheland as Administrator of the Clifton Park Water Authority, now, therefore be it

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby appoints Chris Wheland as Administrator, effective January 1, 2024.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

ORGANIZATIONAL RESOLUTIONS

A **motion** was made by Mr. Gerstenberger authorizing Resolution #2, 2024, an Organizational Resolution; seconded by Mr. Ryan.

RESOLUTION #2, 2024 – AN ORGANIZATIONAL RESOLUTION

Pursuant to Section 1120-c(3) the following persons are appointed as Vice Chairman, Treasurer, and Secretary of the Clifton Park Water Authority:

Vice Chairman: John Ryan
Treasurer: Bill Butler
Secretary: Peter Taubkin

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Ryan appointing Water Authority Attorney; seconded by Mr. Butler.

RESOLUTION #3, 2024 – APPOINTING WATER AUTHORITY ATTORNEY

NOW THEREFORE BE IT

RESOLVED, that the Clifton Park Water Authority hereby appoints James Trainor of Trainor, Pezzulo & DeSanto PLLC to the position of Authority Attorney.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Ryan authorizing Resolution #4, 2024, an Organizational Resolution; seconded by Mr. Gerstenberger.

RESOLUTION #4, 2024 – AN ORGANIZATIONAL RESOLUTION

RESOLVED, the Daily Gazette, be and hereby is made the official newspaper of the Clifton Park Water Authority, and

RESOLVED, that including but not limited to KeyBank (conditional on acceptable account terms and services) hereby is designated as the official bank depository of the Clifton Park Water Authority.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Butler appointing the Water Authority Engineering Firm; seconded by Mr. Taubkin.

RESOLUTION #5, 2024 – APPOINTING ENGINEERING FIRM

RESOLVED, that the firm of Delaware Engineering, D.P.C., be designated and appointed as the professional engineers for the Clifton Park Water Authority.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Ms. Haig appointing the Water Authority Accounting Firm; seconded by Mr. Gerstenberger.

RESOLUTION #6, 2024 – APPOINTING ACCOUNTING FIRM

RESOLVED, that the firm of Mengel, Metzger, Barr & Co., be designated and appointed the professional accountants and auditors for the Clifton Park Water Authority.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Butler appointing Audit Committee members; seconded by Mr. Ryan.

RESOLUTION #7, 2024 – APPOINTING AUDIT COMMITTEE MEMBERS

RESOLVED, that an Audit Committee has been formed and members of the Audit Committee are: **John Ryan, Bill Butler, and Peter Taubkin.**

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Gerstenberger appointing Governance Committee members; seconded by Mr. Ryan.

RESOLUTION #8, 2024 – APPOINTING GOVERNANCE COMMITTEE MEMBERS

RESOLVED, that a Governance Committee has been formed and the members of the Governance Committee are: **Helmut Gerstenberger, John Ryan, and Julia Haig.**

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Gerstenberger appointing Grievance Committee members; seconded by Ms. Haig.

RESOLUTION #9, 2024 – APPOINTING GRIEVANCE COMMITTEE MEMBERS

RESOLVED, that a Grievance Committee has been formed and the members of the Grievance Committee are: **Peter Taubkin, Helmut Gerstenberger, and John Ryan.**

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

A **motion** was made by Mr. Ryan appointing Finance Committee members; seconded by Mr. Taubkin.

RESOLUTION #10, 2024 – APPOINTING FINANCE COMMITTEE MEMBERS

RESOLVED, that a Finance Committee has been formed and the members of the Finance Committee are: **Helmut Gerstenberger, John Ryan, and Bill Butler.**

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye
Ms. Haig - Aye

OTHER BUSINESS

- On February 4, 2024 a leak was discovered on a 24-inch transmission main between the Preserve and the Boyack Water Treatment Plant. The CPWA crew responded on February 5th to excavate and determine the cause. It was determined that the bolts on a fitting rotted away and were replaced. Once replaced, the fitting continued to leak. Due to the age and condition of the fitting a more drastic repair was needed. It was determined that a section of pipe would have to be cut out and replaced. Pipe of this size requires a significant amount of manpower and equipment to repair. Mr. Wheland contacted Luizzi Brothers Contracting who were able to supply a crew and the equipment necessary to safely repair the main. Due to the need to hire outside assistance Mr. Wheland issued a formal Emergency Declaration, to include excavation, repair of the main, backfilling, and cleanup. Mr. Wheland is working with Luizzi on the repair invoice. It is currently estimated at \$35,000.00.

Mr. Marshall stated that since the main was cut he was able to inspect the interior of the main which showed very little sediment build up so the project of pigging this water main will not have to be done. Mr. Juusola estimated this project at \$60,000.00.

- Ms. DeSanto reported that a federal judge granted final approval earlier this month which approves a \$1.185 billion Dupont settlement in the PFAS class action and it is anticipated a similar outcome for 3M's \$12.5 billion proposal. There has been no decision yet for the matter regarding the Synergy/Wood Road DCG matter.

- The Board reviewed the 2023 Year-End Investment Report. Mr. Ryan asked Mr. Wheland to contact our bank contact for other possible investment options that earn more interest.
- Mr. Wheland reported that additional repairs need to be done on the piping coming into the filters at the Boyack Water Treatment Plant. The piping is pitted and rotted through. A welding company is coming in to redo the header portion at an estimated cost of \$8,500.00 per filter.
- Mr. Wheland can't find anything locally for the purchase of a new meter van and pickup truck. He met with a company last week that installs the electrical charging stations. National Grid also has grants out for medium and heavy-duty vehicles, including transit vans. He is looking into the possibility of obtaining a couple of electric vehicles and charging stations.
- The Verizon cell tower has been completed at the Boyack WTP. T-Mobile has reached out to Mr. Wheland and is interested in co-locating at this location as well.
- Mr. Wheland and Mr. Marshall met with the Town of Glenville earlier this month. We are now purchasing water from them subject to the terms and conditions in the Water Purchase and Sale Agreement.
- Mr. Wheland would like to close out the Eastline Road Pumpstation Project. He had a conversation with the Project Manager at WM. J Keller & Sons Construction regarding the final payment for the Eastline Road Pumpstation project. This project was completed over a year ago and the contractor is still owed a significant amount of money. Through no fault of the CPWA or the contractor, there was an error in the bid specification with regard to the proper programming required for the meter. Both CPWA and Keller have made numerous attempts to contact CT Male to resolve the matter but have not gotten any response back from them. This error has cost the CPWA an additional \$8,975.00 to reprogram the meter for proper operation. The CPWA feels this issue is the responsibility of CT Male. The Board asked Mr. Wheland to write a letter to CT Male asking them to take some responsibility for their error before closing out this project.

The CPWA's next board meeting is scheduled for Tuesday, March 19, 2024 at 7pm.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 7:57pm; seconded by Mr. Ryan. The **motion** carried 5-0.

Respectfully submitted,
Sheri Collins
 Recording Secretary

cc: CPWA Board of Directors
 Trainor, Pezzullo, & DeSanto LLC



To: Helmut Gerstenberger, CPWA Board Chairperson

From: Chris Wheland, CPWA Administrator

Subject: **Emergency Declaration 24 Inch Main Break on the Boyack Transmission Main**

Date: February 6, 2024

On February 4, 2024 a leak was discovered on a twenty-four inch transmission main between the preserve and the Boyack Water Treatment Plant. CPWA crews responded on February 5, 2024 to excavate and determine the cause. Once excavation was complete it was determined that the bolts on a fitting rotted away and were replaced. Once replaced the fitting continued to leak. Due to the age and condition of the fitting it will be required to complete a more drastic repair. Including cutting a section of pipe out and replacing with a new section. Pipe of this size requires a significant amount of manpower and equipment to repair. Due to the size of the main and location I determined the equipment needed to properly repair the leak in the location that it sits (swamp) is outside the scope of CPWA forces. The best course of action is to hire a contractor.

Luizzi Brothers Contracting was contacted and are able to supply a crew and equipment necessary to safely repair the main. CPWA crews will be available to assist, observe the repair and complete start-up operations after the repair is complete.

A water main break is always considered an emergency, without a formal declaration as costs associated are covered in the budget and materials are available from our stockpile. Due to the need to hire outside assistance I am requesting a formal Emergency Declaration, to include excavation, repair of the main, backfilling, and cleanup.

If you have any questions, please contact me.

Approval:

Helmut Gerstenberger, CPWA Board Chairperson

2/20/2024

Date

Cc: J. Ryan, Board Member
P. Taubkin, Board Member
B. Butler, Board Member
J. Haig, Board Member
S. Collins, Business Manager