



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

AUGUST 9, 2017

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

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

PRIVILEGE OF THE FLOOR

No members of the public present.

BERRYFARM WELL – FINAL PAYMENT REQUEST

Mr. Austin reported that the well is online and pumping 300 gallons per minute.

A **motion** was made by Mr. Gerstenberger approving the final payment request in the amount of \$8,432.25 to Smith Well Drilling, Inc.; seconded by Mr. Taubkin. The **motion** carried 5-0.

TANK MIXERS – KNOLLTOP, BLUE SPRUCE AND MILLER RD. WATER TANKS

Mr. Austin reported the last mixer was installed yesterday at Blue Spruce. We are waiting on the electrician who was scheduled to start July 31st but was held up. He will be starting shortly.

GLENVILLE WATER PURCHASE AGREEMENT

Mr. Gerstenberger made a **motion** to move into executive session at 7:22pm to discuss ongoing contract negotiations with the Town of Glenville; seconded by Mr. Ryan. The **motion** carried 5-0.

Mr. Gerstenberger made a **motion** to move out of executive session at 7:52pm; seconded by Mr. Ryan. The **motion** carried 5-0.

POTENTIAL WATER MAIN REPLACEMENT ON PLANK ROAD

Mr. Vopelak has provided a scope of services proposal for the Plank Road water main replacement. The fee for design and bidding services is \$8,240.00; construction administration is \$1,320.00; construction observation is \$1,940.00 estimated at 20 hours @ \$95/hr.; and reimbursable expenses are estimated at \$2,300.00. Mr. Austin stated our inspector could do the construction observation. Mr. Vopelak estimates the job will cost between \$60,000 and \$70,000.

A **motion** was made by Mr. Butler to amend the Capital Budget for water main replacement on Plank Road engineering; seconded by Mr. Ryan.

RESOLUTION #24, 2017 – AMENDING RESOLUTION #31, 2016 AMENDING CAPITAL BUDGET FOR WATER MAIN REPLACEMENT ON PLANK ROAD ENGINEERING

WHEREAS, the Clifton Park Water Authority desires to install a 12-inch ductile iron water main on Plank Road near the intersection of Bruno Road,

WHEREAS, C.T. Male Associates has presented a scope of services proposal for engineering services as copy of which is annexed to this resolution, now therefore be it

RESOLVED, to retain C.T. Male Associates for engineering services as described in the scope of services proposal and to approve the fee schedule for the services as set forth therein.

Roll Call Vote:

Mr. Gerstenberger - Aye
Mr. Ryan - Aye
Mr. Peterson - Aye
Mr. Taubkin - Aye
Mr. Butler - Aye

NEW BUSINESS

OTHER BUSINESS

- Mr. Gerstenberger asked if the request for proposals for banking had been completed. Mr. Austin stated that it was completed in June and we are staying with KeyBank because they had the best proposal overall.
- Mr. Austin stated there is an easement issue over at Chelsea Place. When the medical office building was built, a number of years ago, they were to give the Authority two easements. One was along Chelsea Place and the other along Route 9. The Authority only received the Chelsea Place easement. The Route 9 easement, which was for future extension of the water main, wasn't completed. The owner of the plaza that D & G Auto was in wants to extend the water main to

their property. Mr. Austin explained that it would be very difficult to extend the water main without that easement. The approved plans for the project show the easement and it says "easement to be conveyed to the Clifton Park Water Authority". It is his understanding that if it's on an approved subdivision plan then we legally have the right to that easement. He is discussing this with Mr. Weiner to make sure that is true and if so they will go back to the owner of medical office property and let them know they need to provide us the Route 9 easement.

- The board had a discussion regarding taking the Barney Road water tank permanently out of service. It's on the capital project report for rehabilitation. Mr. Austin stated it hasn't been used in the last couple of years. It is a one million gallon storage tank that is a pumped-storage facility, which is not an optimal situation based on how the rest of the system operates. Without the tank the system has just over 4.5 million gallons of storage. The average daily demand last year was 3.6 million gallons. The tank doesn't give any real benefit from a fire flow standpoint or from an operational standpoint. So his thought was rather than spend \$600,000.00 on rehabbing the tank, we should consider taking it out of service and eventually dismantling it. The board asked Mr. Austin to get an estimate on the cost to decommission the tank and a cost to dismantle the tank.
- Mr. Austin and Mr. Ryan have reviewed the quotes for the cyber-security vulnerability assessment that the EPA has mandated. They believe the self-assessment questionnaire could be completed with some help from our IT professionals.
- The board requested Mr. Austin send a comparison of metered water sales from last year compared to this year. They also would like a projection of anticipated receivables to the end of the year.

APPROVE MINUTES OF JULY 12, 2017 MEETING

A **motion** was made by Mr. Ryan to approve the minutes of July 12, 2017; seconded by Mr. Butler. The **motion** carried 5-0.

The Authority's next board meeting is Wednesday, September 13, 2017 at 7pm.

A **motion** was made by Mr. Peterson to adjourn the meeting at 8:16pm; seconded by Mr. Gerstenberger. The **motion** carried 5-0.

Respectfully submitted,
Sheri Collins
Recording Secretary

cc: CPWA Board of Directors
Neil Weiner

C.T. MALE ASSOCIATES

Plank Road Replacement Main

Project Overview

The CPWA would like to install a 12" ductile iron water main on Plank Road near the intersection of Bruno Road to replace a shallow ACP main (<2 feet of cover) that crosses over an existing culvert. The work to be publicly bid includes: installation of the new main by directional drilling, abandonment of the existing main and connections to the existing mains that are to remain in service.

Scope of Work^(A)

1. Overall Project Management of the design and construction efforts.
2. Field survey along proposed route at prevailing rates and preparation of base mapping.
3. Prepare plans, specifications and bid documents for publicly bidding the proposed work. The plans will include a site plan and a detail for the proposed directional drill and connections.
4. Preparation of an application of approval of plans and the processing of the application to the NYSDOH for review. Respond to any comments issued by NYSDOH.
5. Assist the CPWA with advertising a public bid for construction, respond to bidder questions, attend the bid opening, review the bids received, and make an award recommendation to the Owner.
6. Construction contract administration including: attendance at preconstruction conference; review of submittals; respond to RFI's and review/process one application for payment.
7. Provide part time construction observation during critical phases of the work.

Fee

- Tasks 1 to 5 (Design and Bidding)	\$8,240.00	Lump Sum
- Task 6 (Construction Administration)	\$1,320.00	Lump Sum
- Task 7 (Construction Observation 20 hrs @ \$95/hr)	\$1,940.00	(Estimated at 20 hrs @ \$95/hr plus mileage)
Reimbursable expenses ⁽¹⁾	\$2,300.00	Estimated

(1) Printing, mileage and two soil borings along Plank Road (existing boring on Bruno not sufficient to define subsurface conditions at directional drill location).

(A) To construct the work, temporary construction easements will be required from several property owners. It is assumed that these temporary easements would be drafted by the Authority's Attorney and that they would extinguish once the work is completed.