



## CLIFTON PARK WATER AUTHORITY

### BOARD MEETING MINUTES

NOVEMBER 19, 2020

Due to COVID-19 the Clifton Park Water Authority board meeting was conducted via Zoom.

Those present were: Mr. Helmut Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. George Peterson, Treasurer; Mr. Peter Taubkin, Secretary; Mr. William Butler, Board Member; Mr. Donald Austin Jr., Administrator; Mr. James Trainor, Attorney; and Mr. Chad Kortz, CT Male Associates.

Mr. Gerstenberger called the meeting to order at 4:05pm.

#### PRIVILEGE OF THE FLOOR

#### OLD BUSINESS

#### PROJECT TO INCREASE CAPACITY FROM SCWA

Mr. Kortz reported the construction is ongoing. The foundation is in. Some changes were made to the SCWA water main connection. The main is scheduled to be tapped the week after Thanksgiving. The pumpstation package is in for review.

A **motion** was made by Mr. Ryan approving payment request #1 in the amount of \$115,092.26 to Wm. J Keller & Sons Construction Corp.; seconded by Mr. Gerstenberger. The **motion** carried 5-0.

#### KNOLLTOP WATER STORAGE TANK REFURBISHMENT

Mr. Austin reported that this project is moving along. This project is scheduled to be completed the week after Thanksgiving. Kathryn Serra, Project Manager for CT Male, notified Mr. Austin that Pittsburg Tank and Tower Group is working at a slower pace than their original schedule. CT Male estimated 240 hours of observation in their proposal, based upon their significant past experience with this type of work. As of the end of October, the inspector has 190 hours on site. They are estimating an additional 4 weeks of work. Right now they are working 50 hour weeks to get this wrapped up, so on the high end, that would be an additional 200 hours, totaling 390 hours. This would be 150 hours more than the original estimate in their proposal.

This project was originally bid to install anti-condensation coating on the inside of the dry riser on the bottom of the bowl and on the riser pipe. The riser pipe currently has wrapped insulation, which the CPWA has determined is acceptable for continued use. This change order results in a deduct of \$6,500.00. Mr. Gerstenberger made a **motion** to authorize Change Order No. 1 to Contract for the Knolltop Tank Rehabilitation Project; seconded by Mr. Butler.

**RESOLUTION #21, 2020 – AUTHORIZE CHANGE ORDER NO. 1 TO CONTRACT FOR THE KNOLLTOP TANK REHABILITATION PROJECT**

**RESOLVED**, that the Clifton Park Water Authority Board of Directors authorizes Change Order No. 1 to the contract for the Knolltop Tank Rehabilitation Project to delete a portion of the work associated with bid item No. 4 (Anti-condensation coating, bottom of bowl and riser pipe), resulting in a deduct of \$6,500.00, and authorizes the Administrator to execute any documents or instruments necessary to implement this change order.

Roll Call Vote:

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

A **motion** was made by Mr. Gerstenberger approving payment request #1 in the amount of \$124,445.00 to Pittsburg Tank and Tower Group; seconded by Mr. Peterson. The **motion** carried 5-0.

**SCWA PURCHASE AGREEMENT RENEWAL**

There have been no updates. Mr. Trainor will follow up with the SCWA.

**PROJECT TO INVESTIGATE CAPACITY IMPROVEMENTS IN PRESERVE**

Mr. Austin reported that he met with CT Male Associates and the well driller and went over locations to drill the test wells. He has applied for a work permit with the NYS Canal Corporation. He is hoping to drill the test wells in early December.

**VERIZON REQUEST FOR INSTALLATION OF TELECOMMUNICATIONS TOWER AT BOYACK WTP**

Mr. Ryan recused himself from this discussion.

Mr. Austin reported that he received an email from Verizon stating that another person has taken over the project on their end. He told the Verizon representative that the Board is looking for some arial representations of what the tower was going to look like from different vantage points around that area. He also told her that it was unlikely that the Board would agree to allow the location of a tower and equipment for the rent amount proposed.

Mr. Austin reminded the Board that the contract the CPWA has with Bench Strength Partners (BSP) ends at the end of the year. He asked the Board to consider whether they wish to sign a new agreement with BSP. The Board generally felt that the relationship has not been beneficial to the CPWA.

**NEW BUSINESS**

**HRA ADMINISTRATION**

Mr. Austin reported that Jaeger & Flynn Associates (JFA) has been administering our Health Reimbursement Account (HRA). The HRA administration with JFA hasn't been overly smooth, with a number of problems over the years.

Mr. Austin has spoken to a representative at MVP Health Care about them taking over the HRA administration. He is hopeful that this will be less problematic. He also noted that it is less expensive for MVP to administer the HRA. This change will be effective January 1, 2021.

**CPWA FEE SCHEDULE MODIFICATIONS**

A **motion** was made by Mr. Butler approving the revised CPWA Fee Schedule; seconded by Mr. Taubkin.

**RESOLUTION #22, 2020 – APPROVE REVISED CPWA FEE SCHEDULE**

**WHEREAS**, the Clifton Park Water Authority wishes to revise its fee schedule to bring the fees charged by the CPWA for certain goods and services in line with the costs associated with providing those goods and services, now therefore be it

**RESOLVED**, that the Clifton Park Water Authority Board of Directors hereby approves the revised CPWA Fee Schedule, as attached.

Roll Call Vote:

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

**RESOLUTION ON THE ADEQUACY OF THE RATES TO SUFFICIENTLY COMPLY WITH THE RATE COVENANT**

A **motion** was made by Mr. Ryan approving the adequacy of the rates to sufficiently comply with the rate covenant; seconded by Mr. Gerstenberger.

**RESOLUTION #23, 2020 – ADEQUACY OF THE RATES TO SUFFICIENTLY COMPLY WITH THE RATE COVENANT**

**WHEREAS**, the Clifton Park Water Authority has completed a review, taking into consideration the completion of any uncompleted water projects and issuance of future series of bonds if necessary to finance the completion of such water projects, of its financial condition for the purpose of estimating whether the net revenues for fiscal year 2020 and 2021 will be sufficient to comply with the rate covenant contained in subsection (b) of the section 7.12 of the water system revenue bond resolution adopted November 16, 1993. Now, therefore be it

**RESOLVED**, that the Clifton Park Water Authority has estimated that its net revenues for fiscal years 2020 and 2021 will be sufficient to comply with the rate covenant contained in the subsection (b) of section 7.12 of the water system revenue bond resolution adopted November 16, 1993, and it is further

**RESOLVED**, that the Clifton Park Water Authority Board of Directors hereby authorizes a copy of this resolution, certified by its chairman, an authorized officer, setting forth a reasonably detailed statement of the actual and estimated revenues, operating expenses, aggregate debt service, and any other estimates or assumptions upon which such determination was based to be filed with the bond trustee.

Roll Call Vote:

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

#### **OTHER BUSINESS**

- Mr. Gerstenberger commended the field crew for the work they did on the Carlton Road water main break that occurred on Saturday, November 14<sup>th</sup>.
- Mr. Austin sent the Board an email with pictures from a recent repair that we did on Settlers Ridge North, off of Exit 12 of the Northway. There have been several breaks along this 550-foot section of ductile iron pipe over the years and the pipe seems to be deteriorating rapidly. Something in the ground is corroding the pipe and there is pitting and corrosion all along this entire water main. The crew has problems finding a section of pipe that is intact enough to make a connection to when they are making repairs. He would like to have CT Male prepare a proposal for replacement of this section of pipe. He also noted that since 2003, all ductile iron pipe installed is required to have a polyethylene wrapping on it to prevent corrosion by the surrounding soil.
- Mr. Peterson announced that he will be retiring from the Board at the end of the year.

#### **APPROVE MINUTES OF OCTOBER 15, 2020 MEETING**

A **motion** was made by Mr. Peterson to approve the minutes of October 15, 2020; seconded by Mr. Ryan. The **motion** carried 5-0.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 5:18pm; seconded by Mr. Butler. The **motion** carried 5-0.

Respectfully submitted,  
*Sheri Collins*  
Recording Secretary

Cc: CPWA Board of Directors  
Trainor Law PLLC

