



**CLIFTON PARK WATER AUTHORITY  
BOARD MEETING**

**Tuesday, January 18, 2022  
7:00 PM**

**AGENDA**

- Approve Minutes of December 15, 2021 Meeting

**Privilege of the Floor**

**Old Business**

- Project to Increase Capacity from SCWA
- Verizon Request for Installation of Telecommunications Tower at Boyack WTP
- DISH Network Lease Request
- Knolltop Refurbishment Final Payment

**New Business**

- Organizational Resolutions

**Other Business**

**Contractor's Application for Payment**

<b>Owner:</b> <u>CLIFTON PARK WATER AUTHORITY</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>C.T. MALE ASSOCIATES</u>	<b>Engineer's Project No.:</b> <u>18.8053</u>
<b>Contractor:</b> <u>WM. J KELLER &amp; SONS CONSTRUCTION CORP</u>	<b>Contractor's Project No.:</b> <u>20-20</u>
<b>Project:</b> <u>CPWA Interconnect with SCWA</u>	
<b>Contract:</b> <u>General Construction</u>	
<b>Application No.:</b> <u>7</u>	<b>Application Date:</b> <u>12/28/2021</u>
<b>Application Period:</b> From <u>9/1/2021</u> to <u>12/27/2021</u>	

1. Original Contract Price		\$ <u>1,000,000.00</u>
2. Net change by Change Orders		\$ <u>17,173.13</u>
3. Current Contract Price (Line 1 + Line 2)		\$ <u>1,017,173.13</u>
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		\$ <u>987,113.03</u>
5. Retainage		
a. <u>5%</u> X \$ <u>987,113.03</u> Work Completed =		\$ <u>49,355.65</u>
b. <u>5%</u> X \$ <u>-</u> Stored Materials =		\$ <u>-</u>
c. Total Retainage (Line 5.a + Line 5.b)		\$ <u>49,355.65</u>
6. Amount eligible to date (Line 4 - Line 5.c)		\$ <u>937,757.38</u>
7. Less previous payments (Line 6 from prior application)		\$ <u>837,961.78</u>
8. Amount due this application		\$ <u>99,795.60</u>
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)		\$ <u>79,415.75</u>

**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:** 12/28/2021

<b>Recommended by Engineer</b>		<b>Approved by Owner</b>	
<b>By:</b> <u>Charles R. Hoyt</u>		<b>By:</b> _____	
<b>Title:</b> <u>Vice President of Engineering &amp; Quality</u>		<b>Title:</b> _____	
<b>Date:</b> <u>12/29/2021</u>		<b>Date:</b> _____	
<b>Approved by Funding Agency</b>			
<b>By:</b> _____		<b>By:</b> _____	
<b>Title:</b> _____		<b>Title:</b> _____	
<b>Date:</b> _____		<b>Date:</b> _____	



**Progress Estimate - Lump Sum Work**

**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.: 18,8053  
 Engineer's Project No.: 20-20  
 Contractor's Project No.:

A Item No.	B Description	C Scheduled Value (\$)		D Work Completed (D + E) From Previous Application (\$)		E Work Completed This Period (\$)	F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)	
		From	to	09/01/21	12/27/21						
1	CHANGE ORDER 1-6	2,953.03							0%	2,953.03	
2	CHANGE ORDER 7	14,220.10							0%	14,220.10	
Change Orders											
		Change Order Totals \$	17,173.13	\$		\$		\$		0%	\$
		Project Totals \$	1,017,173.13	\$	882,065.03	\$	105,048.00	\$	987,113.03	97%	\$

Original Contract and Change Orders

Lump Sum

(c) 2018 National Society of Professional Engineers for EICDC. All rights reserved.

EICDC C-620 Contractor's Application for Payment

# C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110  
518.786.7400 FAX 518.786.7299 www.ctmale.com



December 16, 2021

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

Re: *Pay Application #5*  
*Knolltop Tank 300,000 Gallon Hydropillar Rehabilitation Project*  
*CTMA Project No. 20.0172*

Dear Mr. Austin:

Enclosed is one electronically signed copy of Pay Application No. 5 for the Knolltop Tank Rehabilitation Project in the amount of \$5,000. This pay application is the final payment on the project and covers the First Anniversary Inspection for the work, which was performed on October 28, 2021.

C.T. Male has reviewed the pay application and agrees with the progress of the work as indicated in the pay application.

Please feel free to call me at 518.786.7651 should you have any questions in this matter.

Sincerely,

C.T. MALE ASSOCIATES

A handwritten signature in cursive script that reads "Kathryn C. Serra".

Kathryn C. Serra, P.E.  
Project Manager

cc: Pittsburgh Tank and Tower Group

# Contractor's Application For Payment No.5

To (Owner): CLIFTON PARK WATER AUTHORITY	Application Period: Oct 2021
Project: KNOX TOP TANK REHABILITATION 300,000 GALLON HYDROPLAR TANK PAINTING	From (Contractor): PITTSBURG TANK & TOWER
Owner's Contract No.:	Contract: GIGI BRYANT
	Contractor's Project No.: 220121
	Application Date: Oct 18th, 2021
	Notice to Proceed Date: AUGUST 18TH, 2020
	Via (Engineer): C.T. MALE ASSOCIATES 50 CENTURY HILL DR LATHAM, NY 12110
	Engineer's Project No.:

## Application for Payment

### Change Order Summary

Approved Change Orders	Additions	Deductions
1		\$6,500.00
2		
TOTALS		
	\$0.00	\$6,500.00
NET CHANGE BY		
CHANGE ORDERS		
		-\$6,500.00

### Contractor's Certification

The undersigned Contractor certifies that: (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 Work covered by prior Applications for Payment; (2) title of 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 Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Thomas Z. Beckert  
Thomas Beckert CFO  
 Date: Oct 18, 2021

1. ORIGINAL CONTRACT PRICE
2. Net change by Change Orders
3. CURRENT CONTRACT PRICE (Line 1 + 2)
4. TOTAL COMPLETED AND STORED TO DATE  
(Column G on Progress Estimate)
5. RETAINAGE:
  - a. % x \$ \_\_\_\_\_ Work Completed
  - b. % x \$ \_\_\_\_\_ Stored Material
  - c. Total Retainage (Line 5a + Line 5b)
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)
8. AMOUNT DUE THIS APPLICATION
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Column I on Progress Estimate + Line 5 above)

Payment of: \$ 5,000.00  
 (Line 8 or other - attach explanation of other amount)

is recommended by: Kathryn Sera  
 C.T. MALE ASSOCIATES  
 50 Century Hill Drive Latham, NY 12110  
 (Date) 12/16/2021

Payment of: \$ \_\_\_\_\_  
 (Line 8 or other - attach explanation of other amount)

is approved by: \_\_\_\_\_ (Owner)  
 (Date) \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Funding Agency (if applicable) \_\_\_\_\_ (Date) \_\_\_\_\_

# Progress Estimate

# Contractor's Application

Item		Bid Quantity	Unit Price	Bid Value	Work Completed		Materials Presently Stored (not in C or E)	Total Completed and Stored to Date \$ (C + E + F)	H % (G / B)	I Balance to Finish (B - G)
Bid Item No.	Description				From Previous Application	Value this Application				
1	Mobilization, Demob & Gen Co	1	\$15,000.00	\$15,000.00	\$ 15,000.00	\$0.00	\$15,000.00	100%	\$0.00	
2	Overcoat Exterior of Tank	1	\$224,400.00	\$224,400.00	\$ 224,400.00	\$0.00	\$224,400.00	100%	\$0.00	
3	Sandblast, Recoat Wet Interior	1	\$206,000.00	\$206,000.00	\$ 206,000.00	\$0.00	\$206,000.00	100%	\$0.00	
4	Anti-Condensation Coating, Bottom of Bowl & Riser	1	\$33,615.00	\$33,615.00	\$ 33,615.00	\$0.00	\$33,615.00	100%	\$0.00	
5	Deduct Change Order	1	(\$6,500.00)	-\$6,500.00	\$ (6,500.00)	\$0.00	-\$6,500.00	100%	\$0.00	
6	Misc Repairs, Work Aed Cell Equipment	2	\$40,000.00	\$40,000.00	\$ 40,000.00	\$0.00	\$40,000.00	100%	\$0.00	
7	First Anniversary Inspection	1	\$5,000.00	\$5,000.00	\$ 5,000.00	\$0.00	\$5,000.00	100%	\$0.00	
8		1								
Totals				\$517,515.00	\$512,515.00	\$0.00	\$517,515.00		\$0.00	

EJCDC No. C-620 (2007 Edition) Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute. Page 2 of 3



**RESOLUTION # \_\_\_\_\_, 2022; 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:** \_\_\_\_\_

**Treasurer:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_

Introduced By: \_\_\_\_\_

2<sup>nd</sup> By: \_\_\_\_\_

**Roll Call Vote:**

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no





**Clifton Park Water Authority**

**RESOLUTION # \_\_\_\_\_, 2022**

**Appointing Water Authority Attorney**

**NOW THEREFORE BE IT**

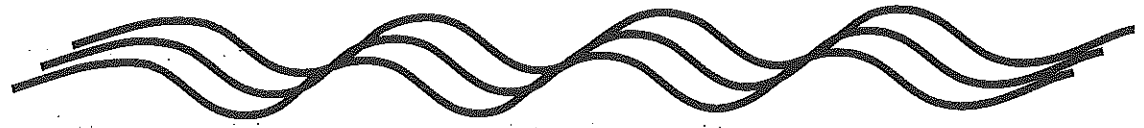
**RESOLVED**, that the Clifton Park Water Authority hereby appoints James Trainor of Trainor Law PLLC to the position of Authority Attorney.

Introduced by: \_\_\_\_\_

2nd by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



**RESOLUTION # \_\_\_\_\_, 2022; An Organizational Resolution**

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

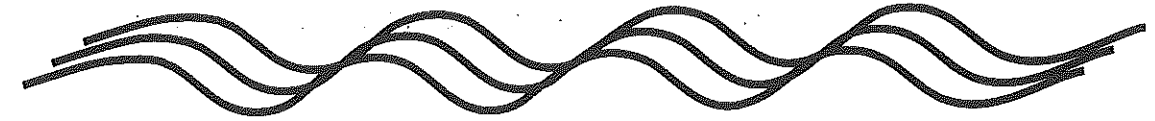
**RESOLVED**, that including but not limited to KeyBank (conditional on acceptable account terms and services) hereby are designated as the official bank depositories of the Clifton Park Water Authority.

Introduced by: \_\_\_\_\_

2<sup>Nd</sup> by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



RESOLUTION NO. \_\_\_\_\_, 2022; An Organizational Resolution.

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

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



RESOLUTION NO. \_\_\_\_\_, 2022; An Organizational Resolution.

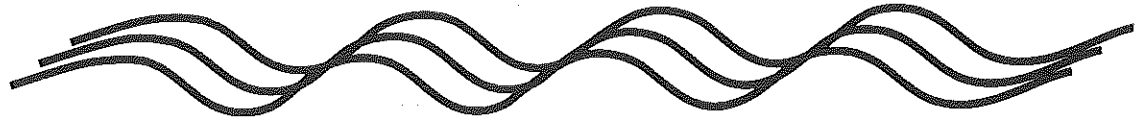
**RESOLVED**, that the firm of Marvin & Co. P. C., CPAs be designated and appointed the professional accountants and auditors for the Clifton Park Water Authority.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



**RESOLUTION # \_\_\_\_\_, 2022; An Organizational Resolution.**

**RESOLVED**, that an Audit Committee has been formed and members of the Audit Committee are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



**RESOLUTION # \_\_\_\_\_, 2022; An Organizational Resolution.**

**RESOLVED**, that a Governance Committee has been formed and the members of the Governance Committee are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



**RESOLUTION # \_\_\_\_\_, 2022; An Organizational Resolution.**

**RESOLVED**, that a Grievance Committee has been formed and the members of the Grievance Committee are:

\_\_\_\_\_

\_\_\_\_\_

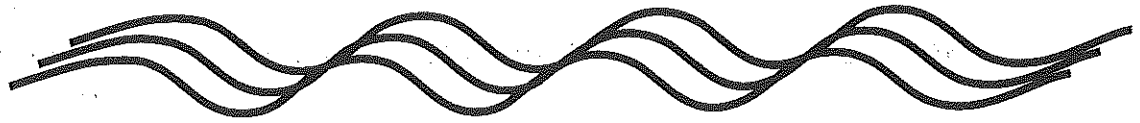
\_\_\_\_\_

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**Roll Call Vote:**

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



**RESOLUTION # \_\_\_\_\_, 2022; An Organizational Resolution.**

**RESOLVED**, that a Finance Committee has been formed and the members of the Finance Committee are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Roll Call Vote:

Mr. Gerstenberger	- aye	no
Mr. Ryan	- aye	no
Mr. Taubkin	- aye	no
Mr. Butler	- aye	no
Ms. Osborne	- aye	no



WAIVER OF NOTICE OF REGULAR MEETING OF DIRECTORS  
OF  
COUNTRY KNOLLS WATER WORKS, INC.

The undersigned, being all the directors of Country Knolls Water Works, Inc., consent that the regular meeting of the directors be held at 661 Clifton Park Center Road, Clifton Park, New York on January 18, 2022 at \_\_\_\_\_pm. We waive further notice of the meeting.

\_\_\_\_\_  
Helmut Gerstenberger

\_\_\_\_\_  
John Ryan

\_\_\_\_\_  
Peter Taubkin

\_\_\_\_\_  
William Butler

\_\_\_\_\_  
Alexis Osborne

# **COUNTRY KNOLLS WATER WORKS, INC.**

---

---

661 Clifton Park Center Road  
Clifton Park, NY 12065  
Phone (518) 383-1122

## **COUNTRY KNOLLS WATER WORKS BOARD MEETING**

Thursday, January 18, 2022  
Immediately following the CPWA Board Meeting

### **AGENDA**

- Organizational Resolutions

COUNTRY KNOLLS WATER WORKS

BOARD MEETING

ORGANIZATIONAL

January 18, 2022

Those present at the Country Knolls Water Works Board Meeting were County Knolls Board members: Mr. Helmut Gerstenberger, Mr. John Ryan, Mr. Peter Taubkin, Mr. William Butler and Ms. Osborne.

Also present: Mr. Donald Austin Jr., Administrator and Mr. James Trainor, Attorney.

Mr. Gerstenberger called the meeting to order at \_\_\_\_\_ p.m.

The first item of business that was proposed was the waiver of notice. The waiver, having been signed by all of the directors, was read aloud by Mr. Gerstenberger and was ordered to be made part of the minutes.

Mr. \_\_\_\_\_ made a motion that the Board of Directors of the Clifton Park Water Authority (CPWA) continue to serve as the Board of Directors for Country Knolls Water Works (CKWW) and that such board members serve in such corporate officer capacities as correspond to their CPWA Board titles. This motion was seconded by \_\_\_\_\_. The motion carried \_\_\_\_\_.

Mr. \_\_\_\_\_ offered Resolution No. 1, 2022 to the effect that the Corporation's Board members be indemnified with regard to their official acts and duties undertaken on behalf of the Corporation commensurate with the indemnification provided to them with regard to their official acts and duties undertaken on behalf of CPWA; seconded by \_\_\_\_\_.

Roll Call Vote:

Mr. Gerstenberger	- Aye	No
Mr. Ryan	- Aye	No
Mr. Taubkin	- Aye	No
Mr. Butler	- Aye	No
Ms. Osborne	- Aye	No

Motion to adjourn made by Mr. \_\_\_\_\_; seconded by Mr. \_\_\_\_\_. The motion carried \_\_\_\_\_. Meeting adjourned at \_\_\_\_\_ p.m.

\_\_\_\_\_  
Secretary

Approved:

\_\_\_\_\_  
Chairman

Attached:  
Waiver of Notice